

**ADMINISTRATIVE/EXECUTIVE GROUP  
SUMMARY**

	<b>Page #</b>	<b>Appropriation</b>	<b>Departmental Revenue</b>	<b>Local Cost</b>
<b><u>GENERAL FUND</u></b>				
BOARD OF SUPERVISORS	3	5,039,972	-	5,039,972
LEGISLATION	6	452,315	-	452,315
CLERK OF THE BOARD	8	956,234	79,875	876,359
COUNTY ADMINISTRATIVE OFFICE:				
COUNTY ADMINISTRATIVE OFFICE	11	3,319,218	-	3,319,218
LITIGATION	14	363,681	-	363,681
JOINT POWER LEASES	16	20,737,293	-	20,737,293
COUNTY COUNSEL	24	8,716,731	5,256,611	3,460,120
HUMAN RESOURCES:				
HUMAN RESOURCES	30	5,503,409	302,500	5,200,909
EMPLOYEE HEALTH & WELLNESS	34	101,600	101,600	-
UNEMPLOYMENT INSURANCE	37	4,000,000	-	4,000,000
INFORMATION SERVICES:				
APPLICATION DEVELOPMENT	49	12,384,113	5,468,678	6,915,435
EMERGING TECHNOLOGIES	54	-	-	-
HEALTH CARE COSTS	64	156,463,745	141,463,745	15,000,000
BEHAVIORAL HEALTH:				
BEHAVIORAL HEALTH	81	125,648,995	123,806,242	1,842,753
ALCOHOL AND DRUG SERVICES	88	19,085,440	18,935,982	149,458
PUBLIC HEALTH:				
PUBLIC HEALTH	100	81,063,921	80,044,539	1,019,382
CALIFORNIA CHILDREN'S SERVICES	119	13,934,654	12,396,613	1,538,041
INDIGENT AMBULANCE	122	472,501	-	472,501
LOCAL AGENCY FORMATION COMMISSION	132	180,000	-	180,000
COUNTY SCHOOLS	134	2,235,087	-	2,235,087
TOTAL GENERAL FUND		<u>460,658,909</u>	<u>387,856,385</u>	<u>72,802,524</u>



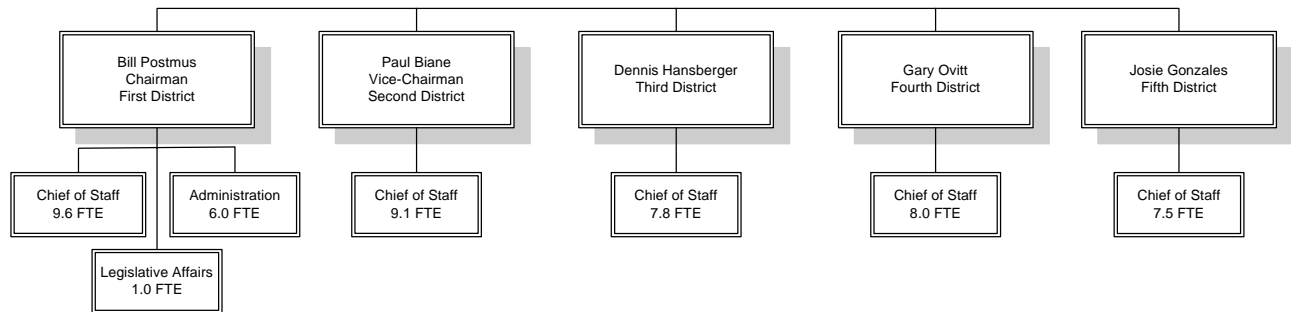
**ADMINISTRATIVE/EXECUTIVE GROUP  
SUMMARY**

	<b>Page #</b>	<b>Appropriation</b>	<b>Departmental Revenue</b>	<b>Fund Balance</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
COUNTY ADMINISTRATIVE OFFICE:				
MASTER SETTLEMENT AGREEMENT	20	29,938,224	18,904,942	11,033,282
FEDERAL FOREST RESERVE	22	68,834	66,700	2,134
HUMAN RESOURCES:				
COMMUTER SERVICES	39	888,900	480,000	408,900
EMPLOYEE BENEFITS & SERVICES	41	3,561,272	2,146,000	1,415,272
ARROWHEAD REGIONAL MEDICAL CENTER:				
TOBACCO TAX FUNDS	79	1,713,757	1,709,360	4,397
BEHAVIORAL HEALTH:				
SPECIAL PATIENT ACCOUNT	92	-	-	-
DRIVING UNDER THE INFLUENCE PROGRAMS	94	332,413	122,713	209,700
STATE BLOCK GRANT CARRYOVER PROGRAM	96	3,750,982	1,539,219	2,211,763
COURT ALCOHOL & DRUG PROGRAM	98	996,753	407,687	589,066
PUBLIC HEALTH:				
BIO-TERRORISM PREPAREDNESS	124	3,902,416	2,821,551	1,080,865
VITAL STATISTICS STATE FEES	126	465,522	148,300	317,222
AMBULANCE PERFORMANCE BASED FINES	128	300,000	300,000	-
VECTOR CONTROL ASSESSMENTS	130	3,718,145	1,824,900	1,893,245
TOTAL SPECIAL REVENUE FUNDS		<u>49,637,218</u>	<u>30,471,372</u>	<u>19,165,846</u>
 <b><u>INTERNAL SERVICES FUNDS</u></b>				
		<b>Appropriation</b>	<b>Departmental Revenue</b>	<b>Revenue Over (Under) Exp</b>
HUMAN RESOURCES:				
RISK MANAGEMENT - OPERATIONS	44	5,842,443	5,842,443	-
RISK MANAGEMENT - INSURANCE PROGRAMS	47	56,537,868	94,718,000	38,180,132
INFORMATION SERVICES:				
COMPUTER OPERATIONS	56	19,646,679	19,646,679	-
NETWORK SERVICES	60	16,914,019	16,914,019	-
TOTAL INTERNAL SERVICE FUNDS		<u>98,941,009</u>	<u>137,121,141</u>	<u>38,180,132</u>
 <b><u>ENTERPRISE FUNDS</u></b>				
COUNTY ADMINISTRATIVE OFFICE:				
MEDICAL CENTER LEASE PAYMENTS	18	53,508,961	53,508,961	-
ARROWHEAD REGIONAL MEDICAL CENTER	68	329,365,410	325,051,691	(4,313,719)
TOTAL ENTERPRISE FUNDS		<u>382,874,371</u>	<u>378,560,652</u>	<u>(4,313,719)</u>



## BOARD OF SUPERVISORS Bill Postmus, Chairman

### ORGANIZATIONAL CHART



### SUMMARY OF BUDGET UNITS

2005-06				
	Appropriation	Revenue	Local Cost	Staffing
Board of Supervisors	5,039,972	-	5,039,972	58.0
Legislation	452,315	-	452,315	1.0
<b>TOTAL</b>	<b>5,492,287</b>	<b>-</b>	<b>5,492,287</b>	<b>59.0</b>

## Board of Supervisors

### DESCRIPTION OF MAJOR SERVICES

The Board of Supervisors is the governing body of the county government and Board-governed special districts. It establishes policy and exercises supervision over the official conduct of all county officers, Board-governed districts and special commissions. The Board approves and adopts the annual budget and initiates and makes recommendations regarding proposed legislation at state and federal levels.

### BUDGET AND WORKLOAD HISTORY

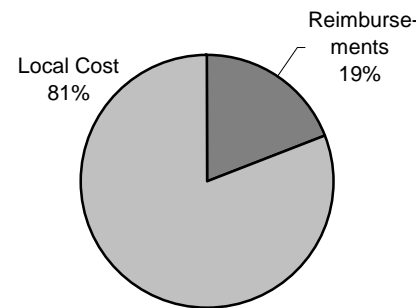
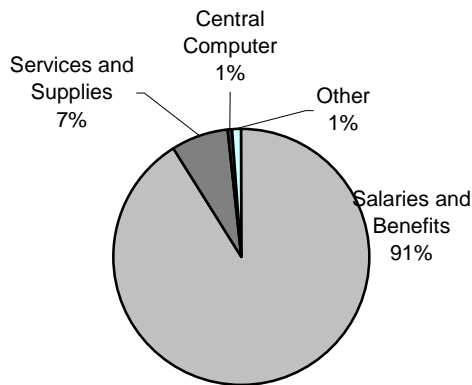
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	3,706,732	3,583,001	3,627,538	5,039,972
Departmental Revenue	-	-	-	-
Local Cost	3,706,732	3,583,001	3,627,538	5,039,972
Budgeted Staffing		42.3		58.0

The 2004-05 appropriation estimate exceeds the budgeted amount due to term benefit expenses. In 2004, the voters of San Bernardino County elected two new Supervisors to the Board, Supervisor Gary Ovitt for the Fourth District and Supervisor Josie Gonzales for the Fifth District. The change in Supervisors, and their respective staff, resulted in increased term benefit costs of the previous staff. These costs are appropriately covered by contingency funds of the county.

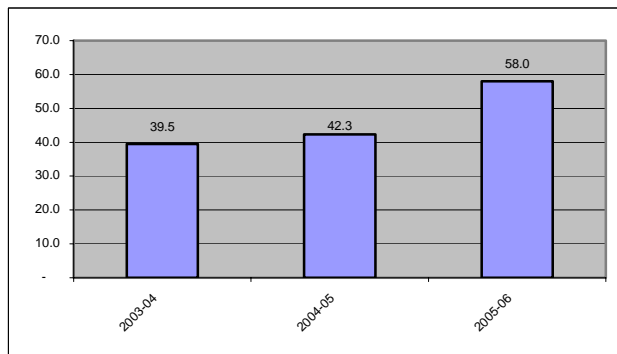


## 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY

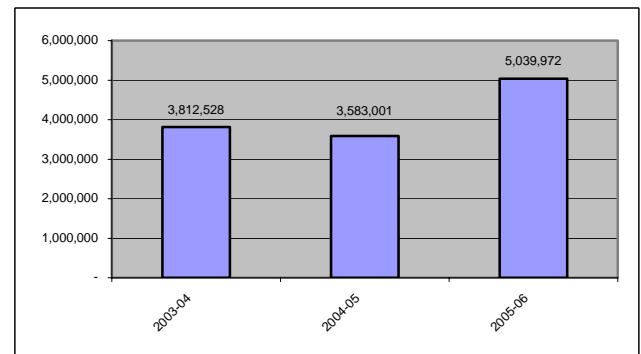
## 2005-06 BREAKDOWN BY FINANCING SOURCE



## 2005-06 STAFFING TREND CHART



## 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Board of Supervisors  
FUND: General

BUDGET UNIT: AAA BDF  
FUNCTION: General  
ACTIVITY: Legislative and Administration

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	4,111,424	4,295,078	78,950	-	4,374,028	1,313,843	5,687,871
Services and Supplies	501,732	456,656	(197)	-	456,459	(14,504)	441,955
Central Computer	34,201	34,201	5,540	-	39,741	-	39,741
Transfers	47,434	47,034	16,016	-	63,050	1,015	64,065
Total Exp Authority	4,694,791	4,832,969	100,309	-	4,933,278	1,300,354	6,233,632
Reimbursements	(1,067,253)	(1,249,968)	-	-	(1,249,968)	56,308	(1,193,660)
Total Appropriation	3,627,538	3,583,001	100,309	-	3,683,310	1,356,662	5,039,972
Local Cost	3,627,538	3,583,001	100,309	-	3,683,310	1,356,662	5,039,972
Budgeted Staffing		42.3	-	-	42.3	15.7	58.0

In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases and will incur decreased costs in risk management insurance costs. These costs are reflected in the Cost to Maintain Current Program Services column.



This budget unit increased by a net 15.7 positions as a result of transferring 3.0 support positions from the County Administrative Office, transferring 2.0 technical positions from the Information Services Department, adding one position in administration, and increasing a net 9.7 positions in the various district offices. Position increases in the district offices resulted from both the staff reorganization of the two new supervisors, as well as, changes warranted by the County's continued growth in population. Other changes in this budget unit include a reduction in services and supplies and reimbursements, offset by a slight increase in transfers.

DEPARTMENT: Board of Supervisors  
FUND: General  
BUDGET UNIT: AAA BDF

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1.	New Staff Within the Fourth District On November 2, 2004, Supervisor Gary Ovitt was elected to the Fourth District. The following changes were made to the Fourth District staff which total a net increase of 1.8 positions: additions include 1.2 field representatives, 1.0 district representative, 1.6 analysts, and .1 intern. Additionally, 1.0 secretary and 1.5 office/admin assistants were replaced with 1.0 staff assistant and .6 project coordinator position was deleted.	1.8	119,038	-	119,038
2.	New Staff Within the Fifth District On November 2, 2004, Supervisor Josie Gonzales was elected to the Fifth District. The following additions were made to the Fifth District staff: 1.5 field representatives and 1.0 special assistant.	2.5	230,682	-	230,682
3.	Staffing changes in the Remaining Districts In the First District, 1.2 field representatives and .2 constituent services reps were added. In the Second District, the following changes were made for a net increase of 1.8 positions: replaced 1.0 executive secretary with .8 staff assistant, replaced 1.5 public service employees/interns with 1.5 special project coordinators, added 1.0 field representative, and added 1.0 special project analyst. In the Third District 2.2 field representatives were added.	5.4	447,490	-	447,490
4.	Transfer of Support Staff to Board of Supervisors and Add New Position Transferred 1.0 Executive Secretary III, 1.0 Executive Secretary II, and 1.0 Executive Secretary I from the County Administrative Office budget unit. In addition, added a new Deputy Chief of Staff position to coordinate the Chairman's administrative functions in support of the Board of Supervisors.	4.0	331,444	-	331,444
5.	Transfer and Reclass of Government Center Departmental IT Resources Transferred two information technology staff members from Information Services to the Board of Supervisors budget. These two positions were reclassified to better align their duties and responsibilities with the departments they support at the Government Center. The salary and benefit costs for these two positions totaled \$185,189. These costs are offset by reimbursements from the other departments supported in the building, which total \$93,358 and a reduction in services and supplies of \$81,000 for ISD Direct labor charges.	2.0	10,831	-	10,831
6.	Net Increase in Internal Service Funds Services The net increase consists mainly of a \$4,150 increase in communications, a \$6,000 increase in mail, a \$3,225 increase in printing, offset by a decreases of \$540 in distributed equipment and \$3,300 in motor pool.		9,535	-	9,535
7.	Net increase in Services and Supplies Overall net increase in services and supplies with the most significant increases in computer hardware and non-inventoriable equipment, special departmental, and miscellaneous expense. These increases were offset by decreases in general office expense and general maintenance expenses, including structures and grounds.		56,961	-	56,961
8.	Net Increase in Transfers Out Transfers out experienced a net increase due to changes in departmental EHAP charges.		1,015	-	1,015
9.	Decrease in Reimbursements The Board of Supervisors has budgeted for a decrease in reimbursements from the Priority Policy Needs Budget.		149,666	-	149,666
<b>Total</b>		<b>15.7</b>	<b>1,356,662</b>	<b>-</b>	<b>1,356,662</b>



## Legislation

### DESCRIPTION OF MAJOR SERVICES

This program provides federal and state advocacy services to the County of San Bernardino. On February 5, 2002, the Board of Supervisors approved an administrative report that recommended numerous enhancements to San Bernardino County's legislative program. Through the continued restructuring of federal and state advocacy offices, two advocates currently represent the County. The creation of this budget unit was approved by the Board of Supervisors on December 17, 2002 and was established to consolidate expenses associated with state and federal advocacy efforts.

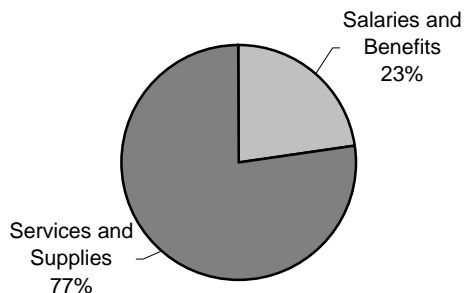
There is one staff position funded through this budget unit. The position is the Director of Legislative Affairs for the Board of Supervisors.

### BUDGET AND WORKLOAD HISTORY

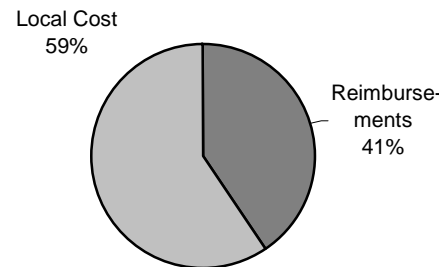
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	436,519	439,898	363,032	452,315
Departmental Revenue	-	-	-	-
Local Cost	436,519	439,898	363,032	452,315
Budgeted Staffing		1.0		1.0

Estimated expenditures are less than budgeted due to the vacancy of the Director of Legislative Affairs. This position was filled on an interim basis during mid-2004-05.

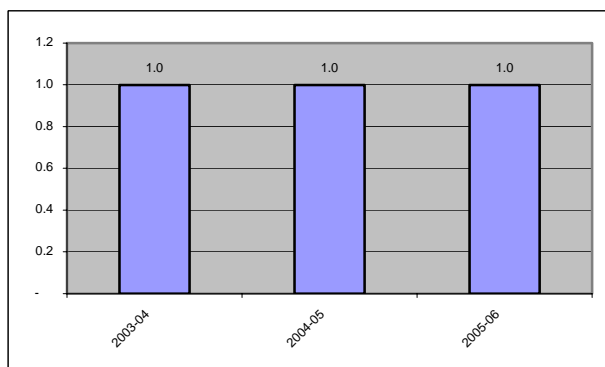
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



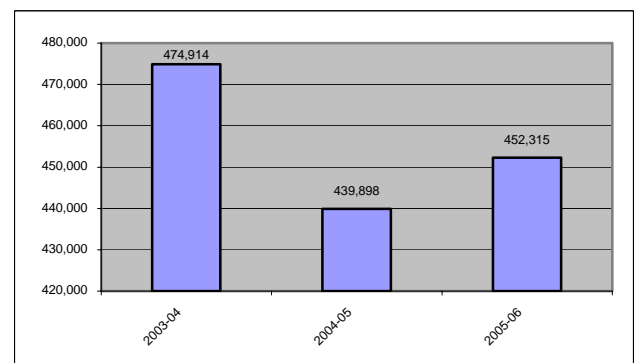
### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 STAFFING TREND CHART



### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Legislation  
FUND: General

BUDGET UNIT: AAA LEG  
FUNCTION: General  
ACTIVITY: Legislative and Administration

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	60,873	137,140	2,546	-	139,686	32,927	172,613
Services and Supplies	501,969	502,568	9,871	-	512,439	75,060	587,499
Transfers	190	190	-	-	190	13	203
Total Exp Authority	563,032	639,898	12,417	-	652,315	108,000	760,315
Reimbursements	(200,000)	(200,000)	-	-	(200,000)	(108,000)	(308,000)
Total Appropriation	363,032	439,898	12,417	-	452,315	-	452,315
Local Cost	363,032	439,898	12,417	-	452,315	-	452,315
Budgeted Staffing		1.0	-	-	1.0	-	1.0

In 2005-06 the department will incur increased costs in retirement, workers compensation, and inflationary services and supplies purchases and will incur decreased costs in risk management insurance costs. These costs are reflected in the Cost to Maintain Current Program Services column.

Additional changes in this budget unit include an increase in reimbursements as the legislative program expands to support additional departments. This increase in reimbursements provided funding to the increases in salaries and benefits and services and supplies.

DEPARTMENT: Legislation  
FUND: General  
BUDGET UNIT: AAA LEG

#### SCHEDULE A

#### DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Increase in Salaries and Benefits The Director of Legislative Affairs position was vacated in 2003-04. During 2004-05, the position was filled mid-year with an Interim Director. For 2005-06, the budget was increased to the top step to provide sufficient appropriation for when the position is filled on a permanent basis.		32,927	-	32,927
2. Net Increase in Services and Supplies Increases were included in the following areas: professional services, office expense, and travel.		75,060	-	75,060
3. Increase in Transfers Transfers experienced a net increase due to changes in departmental EH&P charges.		13	-	13
4. Increase in Reimbursements Increase in reimbursements as the legislative program expands to support additional departments with their legislative activities.		(108,000)	-	(108,000)
<b>Total</b>	-	-	-	-



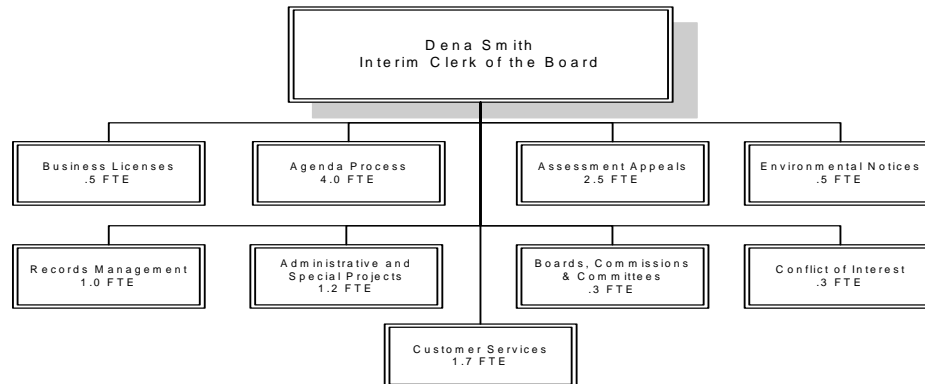
## CLERK OF THE BOARD

### Dena Smith

#### MISSION STATEMENT

The Clerk of the Board of Supervisors' mission is to maintain official records of the Board of Supervisors' actions and provide accurate and complete information to the Board of Supervisors, county departments and the public in an efficient, professional and courteous manner so that our records are safe, secure and accessible thus promoting public confidence in a well-run county government.

#### ORGANIZATIONAL CHART



#### DESCRIPTION OF MAJOR SERVICES

The Clerk of the Board of Supervisors takes official minutes of all meetings of the Board of Supervisors, maintains the files for all actions of the Board, and distributes copies of orders and directives of the Board to appropriate agencies and members of the public; schedules, prepares, and distributes the Board agendas; prepares, publishes, and distributes the fair statement of all proceedings before the Board of Supervisors; provides staff support to the Assessment Appeals Board, County Redevelopment Agency, County Industrial Development Authority, In Home Supportive Services Public Authority and County Economic and Community Development Corporation; publishes various Notice of Hearings; maintains and updates the county code database; maintains the roster of all committees and commissions; issues business licenses for unincorporated areas of the county; posts environmental notices for housing developments, building and/or construction projects and public agencies; and maintains conflict of interest files.

#### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	784,113	931,404	825,384	956,234
Departmental Revenue	81,529	66,500	83,100	79,875
Local Cost	702,584	864,904	742,284	876,359
Budgeted Staffing		13.0		13.0

##### Workload Indicators

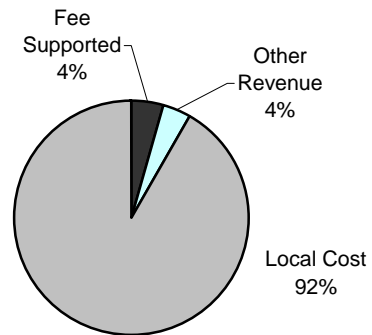
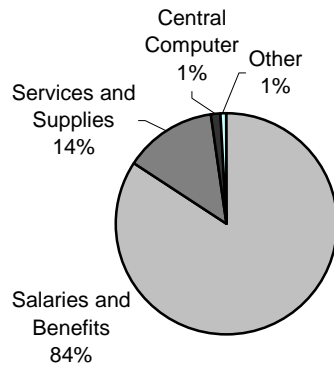
Board Agenda Items	3,600	3,700	3,200	3,400
Assessment Appeals	2,204	2,700	2,150	2,200
Licenses	175	320	230	250
Notices of Determination	1,120	1,300	1,400	1,400
Resolutions	306	350	220	280
Conflict of Interest Filings	742	1,000	750	750
Customer Service Hours	3,800	4,500	3,700	4,000



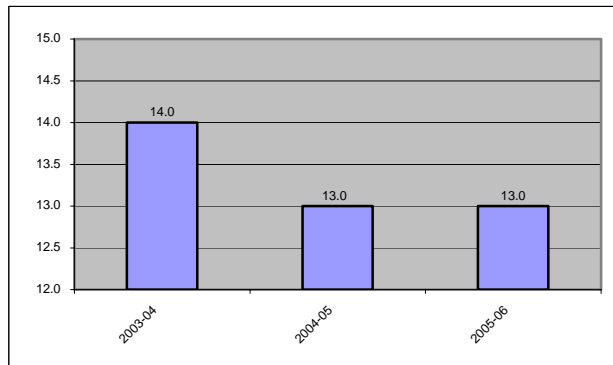


## 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY

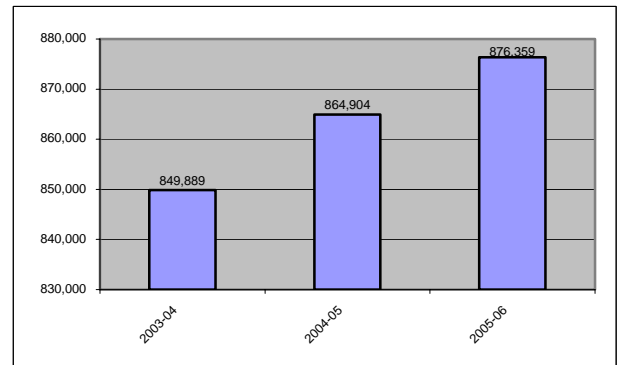
## 2005-06 BREAKDOWN BY FINANCING SOURCE



2005-06 STAFFING TREND CHART



2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Clerk of the Board  
FUND: General

BUDGET UNIT: AAA CBD  
FUNCTION: General  
ACTIVITY: Legislative and Administration

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	688,228	782,569	14,970	-	797,539	7,159	804,698
Services and Supplies	121,368	133,047	(3,931)	-	129,116	542	129,658
Central Computer	13,119	13,119	416	-	13,535	-	13,535
Transfers	2,669	2,669	-	-	2,669	5,674	8,343
Total Appropriation	825,384	931,404	11,455	-	942,859	13,375	956,234
<b>Departmental Revenue</b>							
Licenses and Permits	40,000	34,000	-	-	34,000	4,000	38,000
Current Services	4,100	5,500	-	-	5,500	(625)	4,875
Other Revenue	39,000	27,000	-	-	27,000	10,000	37,000
Total Revenue	83,100	66,500	-	-	66,500	13,375	79,875
Local Cost	742,284	864,904	11,455	-	876,359	-	876,359
Budgeted Staffing		13.0	-	-	13.0	-	13.0

In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases and will incur decreased costs in risk management insurance and computer printing costs. These costs are reflected in the Cost to Maintain Current Program Services column.



DEPARTMENT: Clerk of the Board  
 FUND: General  
 BUDGET UNIT: AAA CBD

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1.	Budget adjustments Various budget adjustments are funded by increased revenues shown below. Salaries & Benefits is increased \$7,159 for additional payroll costs. The net change to Services and Supplies of \$542 is due to an increase of \$6,258 in general office expense and \$5,716 transferred to Transfers Out because of a change in reimbursement method for technical support positions. Transfers Out is also decreased by \$42 due to reduction in the cost of EH&P services.		13,375	-	13,375
2.	Licenses & Permits Increase to reflect higher actual receipts compared to previously budgeted amounts.		-	4,000	(4,000)
3.	Current Services revenue Reduction in Other Services to reflect lower actual receipts for video tapes and copies compared to previously budgeted amounts. The reduction of \$1,500 is offset by anticipated receipts of \$875 from passport acceptance revenue.		-	(625)	625
4.	Other Revenue Increase Notices of Determination/Exemption revenue to reflect higher actual receipts compared to previously budgeted amounts.		-	10,000	(10,000)
<b>Total</b>		-	13,375	13,375	-



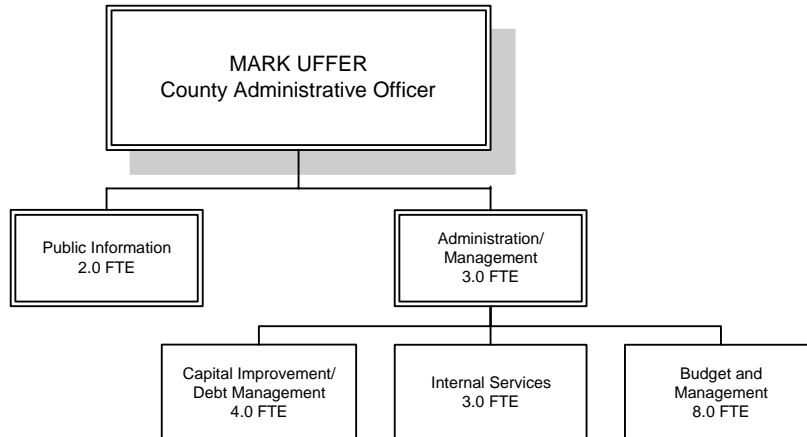
## COUNTY ADMINISTRATIVE OFFICE

### Mark Uffer

#### MISSION STATEMENT

The mission of the County Administrative Office is to maximize customer satisfaction with services by developing and implementing budgets, policies, and procedures, and by directing and/or coordinating departmental activities according to the County Charter, general laws, and to meet the strategic goals adopted by the Board of Supervisors.

#### ORGANIZATIONAL CHART



#### SUMMARY OF BUDGET UNITS

	2005-06				
	Appropriation	Revenue	Local Cost	Fund Balance	Staffing
County Administrative Office	3,319,218	-	3,319,218		21.0
Litigation	363,681	-	363,681		-
Joint Powers Leases	20,737,293	-	20,737,293		-
Medical Center Lease Payments	53,508,961	53,508,961			-
Federal Forest Reserve	68,834	66,700		2,134	-
Master Settlement Agreement	29,938,224	18,904,942		11,033,282	-
<b>TOTAL</b>	<b>107,936,211</b>	<b>72,480,603</b>	<b>24,420,192</b>	<b>11,035,416</b>	<b>21.0</b>

### County Administrative Office

#### DESCRIPTION OF MAJOR SERVICES

The County Administrative Office is responsible to the Board of Supervisors for the general administration and coordination of all county operations and programs, together with the preparation and administration of the county budget.

The County Administrative Officer oversees the operations of county departments whose department heads are appointed by the Board of Supervisors or County Administrative Officer, and assists in the coordination of activities of departments headed by elected officials. The County Administrative Office is also responsible for coordinating county activities with other local government entities, including cities and other counties.

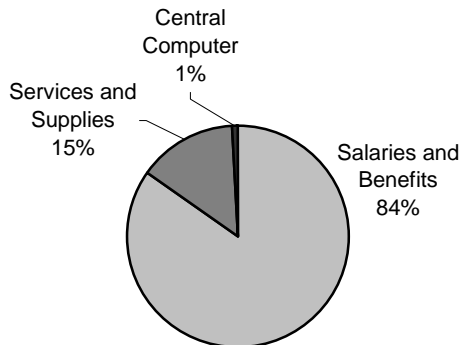
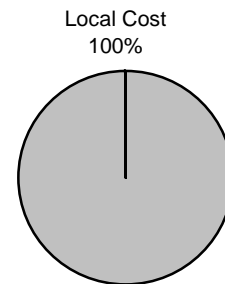
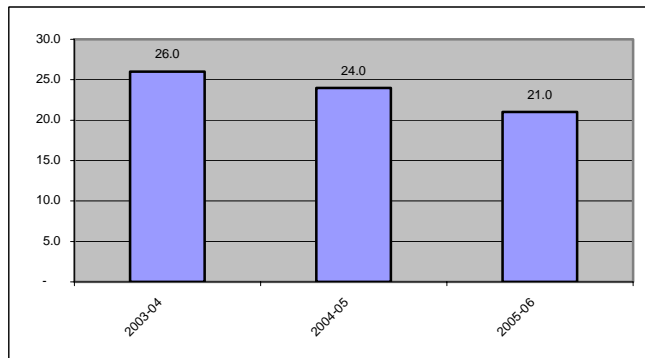
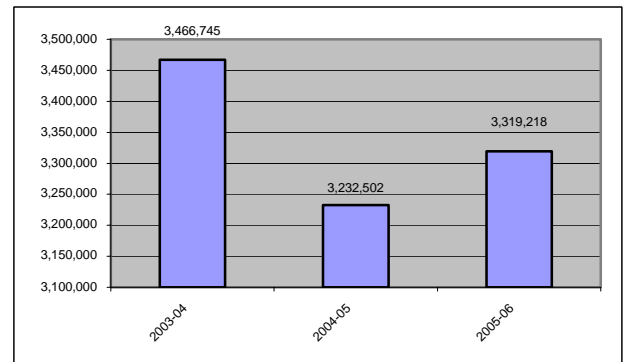
Additionally, the County Administrative Office is responsible for the county's capital improvement program and long-term debt functions.



**BUDGET AND WORKLOAD HISTORY**

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	2,909,684	3,232,502	2,981,712	3,319,218
Departmental Revenue	-	-	-	-
Local Cost	2,909,684	3,232,502	2,981,712	3,319,218
Budgeted Staffing		24.0		21.0

Estimated expenditures are less than budgeted due to various staff vacancies that were left vacant pending the departmental reorganization.

**2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY****2005-06 BREAKDOWN BY FINANCING SOURCE****2005-06 STAFFING TREND CHART****2005-06 LOCAL COST TREND CHART**

**GROUP:** Administrative/Executive  
**DEPARTMENT:** County Administrative Office  
**FUND:** General

**BUDGET UNIT:** AAA CAO  
**FUNCTION:** General  
**ACTIVITY:** Legislative and Administration

**ANALYSIS OF 2005-06 BUDGET**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>B+C+D E</b>	<b>F Department Recommended Funded Adjustments (Schedule A)</b>	<b>E+F G</b>
	<b>2004-05 Year-End Estimates</b>	<b>2004-05 Final Budget</b>	<b>Cost to Maintain Current Program Services</b>	<b>Board Approved Adjustments</b>	<b>Board Approved Base Budget</b>		<b>2005-06 Proposed Budget</b>
<b>Appropriation</b>							
Salaries and Benefits	2,692,041	2,926,197	88,538	-	3,014,735	(220,750)	2,793,985
Services and Supplies	350,169	359,131	(6,967)	-	352,164	129,272	481,436
Central Computer	22,372	22,372	5,145	-	27,517	-	27,517
Transfers	4,958	4,958	-	-	4,958	11,322	16,280
Total Exp Authority	3,069,540	3,312,658	86,716	-	3,399,374	(80,156)	3,319,218
Reimbursements	(87,828)	(80,156)	-	-	(80,156)	80,156	-
Total Appropriation	2,981,712	3,232,502	86,716	-	3,319,218	-	3,319,218
Local Cost	2,981,712	3,232,502	86,716	-	3,319,218	-	3,319,218
Budgeted Staffing		24.0	-	-	24.0	(3.0)	21.0



In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases and will incur decreased costs in risk management insurance and computer printing costs. These costs are reflected in the Cost to Maintain Current Program Services column.

This budget unit reflects a decrease of 3.0 budgeted positions. Three support positions were transferred to the Board of Supervisors budget unit. Salary and benefit appropriations were reallocated to services and supplies, transfers, and to offset a reduction in reimbursements.

DEPARTMENT: County Administrative Office  
FUND: General  
BUDGET UNIT: AAA CAO

SCHEDULE A

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Transfer of Administrative Support Staff to Board of Supervisors	(3.0)	(210,164)	-	(210,164)
Transferred 1.0 Executive Secretary III, 1.0 Executive Secretary II, and 1.0 Executive Secretary I to the Board of Supervisor's budget unit.				
2. Net decrease in Salaries and Benefits		(10,586)	-	(10,586)
Decrease in the workers' comp experience mod charges of \$25,021 offset by increases due to anticipated step advancements.				
3. Increase in Professional Services		50,000	-	50,000
Increased professional services costs for customer service training for existing staff as new employees receive customer service training in orientation.				
4. Increase in Computer Software, Hardware, and Training		37,900	-	37,900
Budgeted increases in computer hardware, software, and training for a new database publishing tool to streamline the development of the proposed and final budget books.				
5. Net increase in Services and Supplies		63,172	-	63,172
Increased miscellaneous expense by \$60,000 to fund the following county functions not completely covered by participant reimbursements: state of the county address, city/county conference, and county picnic. In addition, increased outside phone company charges for Blackberry services and general office supplies. These increases were offset by various minor decreases in other expense line items.				
6. Decrease in ISD Direct Labor		(21,800)	-	(21,800)
Decrease in systems technical support now budgeted as a transfer to the Board of Supervisors.				
7. Net Increase in Transfers		11,322	-	11,322
Increase of \$11,432 in Transfers for systems technical support staff that were previously budgeted in services and supplies. This increase was offset by a decrease in EH&P charges of \$110 per budget instructions.				
8. Decrease of Reimbursements		80,156	-	80,156
Reduced reimbursement from the Health Care Cost budget unit since no longer needed.				
<b>Total</b>	<b>(3.0)</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Litigation

### DESCRIPTION OF MAJOR SERVICES

The litigation budget funds external attorney services and other litigation related expenses. The Board approved the establishment of this budget unit in 2001-02. The use of contingencies may be required for any new major contracts, or for any material amendments to existing legal contracts during the fiscal year.

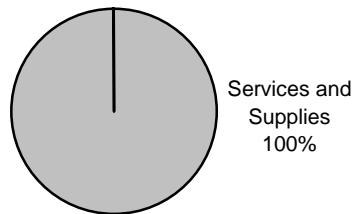
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

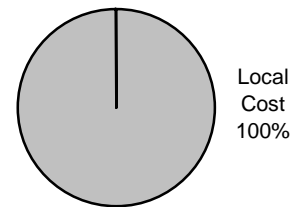
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	232,252	363,681	727,147	363,681
Departmental Revenue	-	-	500,000	-
Local Cost	232,252	363,681	227,147	363,681

During 2004-05 the Board approved the use of \$500,000 of the Restitution Reserve to fund the cost of the ongoing corruption litigation.

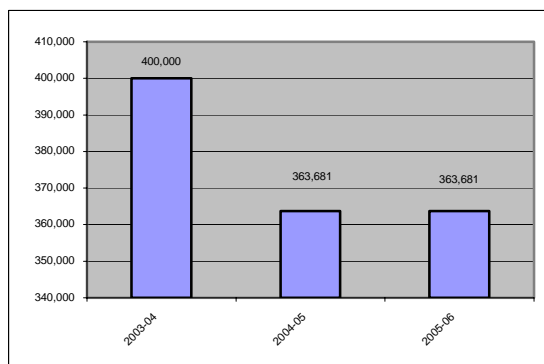
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Litigation  
 FUND: General

BUDGET UNIT: AAA LIT  
 FUNCTION: General  
 ACTIVITY: Legislative and Administration

ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b><u>Appropriation</u></b>							
Services and Supplies	727,147	363,681	-	-	363,681	-	363,681
Total Appropriation	727,147	363,681	-	-	363,681	-	363,681
<b><u>Departmental Revenue</u></b>							
Operating Transfers In	500,000	-	-	-	-	-	-
Total Financing Sources	500,000	-	-	-	-	-	-
Local Cost	227,147	363,681	-	-	363,681	-	363,681



## Joint Powers Leases

### DESCRIPTION OF MAJOR SERVICES

This component funds the cost of long-term lease payments for joint power facility agreements.

There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

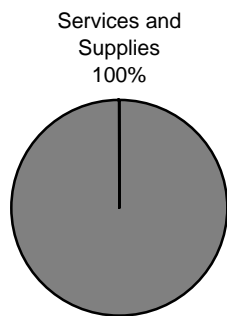
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	18,353,792	22,537,293	21,527,173	20,737,293
Departmental Revenue	-	-	-	-
Local Cost	18,353,792	22,537,293	21,527,173	20,737,293

2004-05 estimated expenditures are expected to be \$1.0 million less than budgeted. The majority of this difference is attributable to interest savings on the County's variable rate certificates of participation.

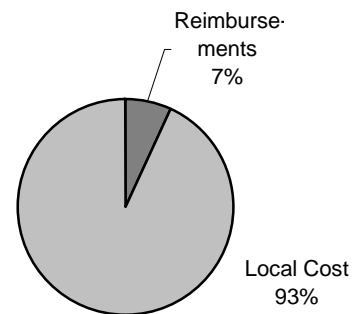
Lease payments included in this budget for 2005-06 are:

Hyundai Pavilion at Glen Helen	1,001,725
Justice Center/Chino Airport Improvements	6,301,537
1997 Public Improvement Financing (ENVEST, West End Juvenile Facility, Preschool Building)	1,336,041
County Government Center	3,216,698
West Valley Detention Center	9,706,554
<b>Subtotal:</b>	<b>21,562,555</b>
Debt Administration (Trustee Fees, Letter of Credit Fees, Remarketing Fees, Auction Agent Fees, Broker-Dealer Fees, Audit and Arbitrage)	697,088
Reimbursements	(1,522,350)
<b>Subtotal:</b>	<b>(825,262)</b>
<b>Total:</b>	<b>20,737,293</b>

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY

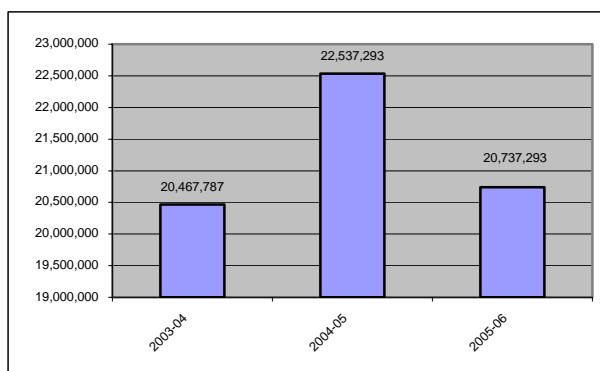


### 2005-06 BREAKDOWN BY FINANCING SOURCE





## 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Joint Powers Leases  
FUND: General

BUDGET UNIT: AAA JPL  
FUNCTION: General  
ACTIVITY: Property Management

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	23,050,798	24,060,918	(1,801,275)	-	22,259,643	-	22,259,643
Total Exp Authority	23,050,798	24,060,918	(1,801,275)	-	22,259,643	-	22,259,643
Reimbursements	(1,523,625)	(1,523,625)	1,275	-	(1,522,350)	-	(1,522,350)
Total Appropriation	21,527,173	22,537,293	(1,800,000)	-	20,737,293	-	20,737,293
Local Cost	21,527,173	22,537,293	(1,800,000)	-	20,737,293	-	20,737,293

The services and supplies budget is decreased to reflect the elimination of a one-time policy item funded in 2004-05. This funding was used for debt reduction. This decrease is reflected in the Cost to Maintain Current Program Services column.

DEPARTMENT: Joint Powers Leases  
FUND: General  
BUDGET UNIT: AAA JPL

## SCHEDULE B

## POLICY ITEM REQUESTS

Ranking	Brief Description of Policy Item	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1	Debt Reduction The county has experienced savings on its variable rate debt due to low short term interest rates and covenants that require conservative budgeting of variable rate interest. It is anticipated that this budget unit will realize \$1.0 million in budget savings in 2004-05. This policy item requests that this \$1.0 million be used to prepay a portion of the County's outstanding variable rate debt, to reduce the county's future variable rate risk. The estimated budgetary savings for 2005-06 as a result of this action is approximately \$80,000.  This office plans to make a recommendation to the Board in 2005-06 to modify the county's budget and finance policy to make the use of future annual savings toward prepayment an automatic part of the budget process.	-	1,000,000	-	1,000,000
<b>Total</b>		-	1,000,000	-	1,000,000



## Medical Center Lease Payments

### DESCRIPTION OF MAJOR SERVICES

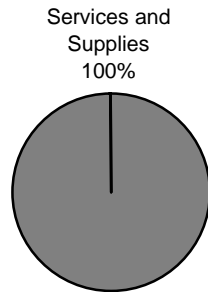
This unit funds the cost of long-term lease payments to the Inland Empire Public Facilities Corporation for the Arrowhead Regional Medical Center (ARMC) facility. Funding sources include state revenues from the SB 1732 – Construction Renovation/Reimbursement Program, operating transfers from ARMC representing Medicare and fee for service revenues, and operating transfers from the general fund backed by Health Realignment revenues and tobacco settlement proceeds.

There is no staffing associated with this budget unit.

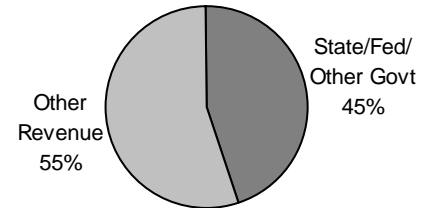
### BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	53,519,080	53,385,776	53,268,275	53,508,961
Departmental Revenue	53,519,080	53,385,776	53,268,275	53,508,961
Revenue Over/(Under) Expense	-	-	-	-

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



GROUP: Administrative/Executive  
DEPARTMENT: Joint Powers Leases  
FUND: Medical Center Lease Payments

BUDGET UNIT: EMD JPL  
FUNCTION: General  
ACTIVITY: Property Mgmt

#### ANALYSIS OF 2005-06 BUDGET

	A 2004-05 Year-End Estimates	B 2004-05 Final Budget	C Cost to Maintain Current Program Services	D Board Approved Adjustments	B+C+D E Board Approved Base Budget	F Department Recommended Funded Adjustments (Schedule A)	E+F G 2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	53,268,275	53,385,776	-	-	53,385,776	123,185	53,508,961
Total Appropriation	53,268,275	53,385,776	-	-	53,385,776	123,185	53,508,961
<b>Departmental Revenue</b>							
State, Fed or Gov't Aid	17,759,346	24,536,303	-	-	24,536,303	(561,975)	23,974,328
Total Revenue	17,759,346	24,536,303	-	-	24,536,303	(561,975)	23,974,328
Operating Transfers In	35,508,929	28,849,473	-	-	28,849,473	685,160	29,534,633
Total Financing Sources	53,268,275	53,385,776	-	-	53,385,776	123,185	53,508,961
Rev Over/(Under) Exp	-	-	-	-	-	-	-



DEPARTMENT: Joint Powers Leases  
 FUND: Medical Center Lease Payments  
 BUDGET UNIT: EMD JPL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1.	Increase in Expenses Increases to lease payments due to an interest rate swap.		123,185	-	(123,185)
2.	Decrease in SB 1732 Reimbursement A portion of the medical center lease payments are reimbursed by the state through the Construction Renovation/Reimbursement Program (SB 1732). The amount reimbursed by the state depends on the allowable lease payments multiplied by a rate that is calculated by the state every year. This rate fluctuates up or down based on the actual Medi-Cal inpatient days paid to Arrowhead Regional Medical Center. See Health Care Costs (AAA HCC) proposed budget for more detail.	-	-	(561,975)	(561,975)
3.	Increase in Realignment A portion of the medical center lease payments are paid with realignment revenues. This increase in realignment is a combination of the increase in lease payments and the decrease in the state reimbursement.	-	-	685,160	685,160
<b>Total</b>		-	123,185	123,185	-



## Master Settlement Agreement

### DESCRIPTION OF MAJOR SERVICES

This budget unit accounts for proceeds received from the tobacco lawsuit Master Settlement Agreement (MSA). In late 1998 a settlement was reached in a lawsuit filed by states against the tobacco industry. In California, the proceeds of the settlement are to be divided equally between the state and local governments who partnered in the lawsuit. Payments to local governments are based on a formula involving total tobacco sales and each local entity's population.

A majority of the county's total proceeds are used each year to finance a portion of the Arrowhead Regional Medical Center debt.

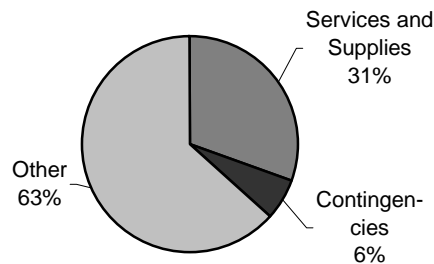
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

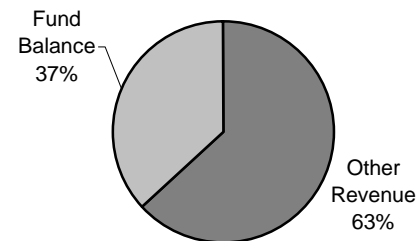
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	17,730,393	29,365,478	18,537,136	29,938,224
Departmental Revenue	18,470,707	18,596,435	18,801,375	18,904,942
Fund Balance		10,769,043		11,033,282

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

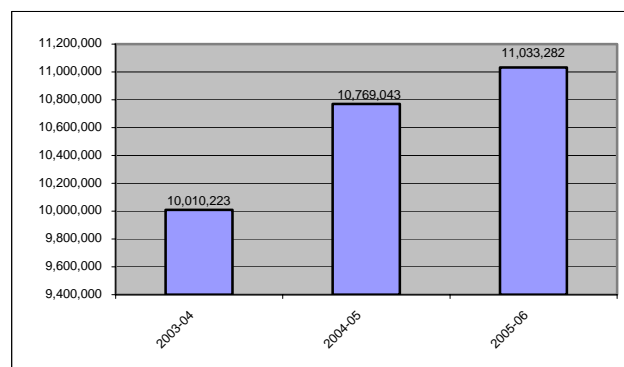
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Master Settlement Agreement  
FUND: Tobacco Settlement Agreement

BUDGET UNIT: RSM MSA  
FUNCTION: General  
ACTIVITY: Finance

ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	(95,864)	10,732,478	-	-	10,732,478	(1,594,948)	9,137,530
Contingencies	-	-	-	-	-	1,867,694	1,867,694
Total Appropriation	(95,864)	10,732,478	-	-	10,732,478	272,746	11,005,224
Oper Transfers Out	18,633,000	18,633,000	-	-	18,633,000	300,000	18,933,000
Total Requirements	18,537,136	29,365,478	-	-	29,365,478	572,746	29,938,224
<b>Departmental Revenue</b>							
Use Of Money & Prop	222,689	220,000	-	-	220,000	8,000	228,000
Other Revenue	18,578,686	18,376,435	-	-	18,376,435	300,507	18,676,942
Total Revenue	18,801,375	18,596,435	-	-	18,596,435	308,507	18,904,942
Fund Balance		10,769,043	-	-	10,769,043	264,239	11,033,282

In the 2004-05 year-end estimates column above, there is a negative \$95,864 in the services and supplies line due to the cancellation of a prior year encumbrance that was no longer needed.

This budget unit is used to account for tobacco settlement proceeds and to disburse these proceeds to other budget units for health related costs, consequently, there are no costs to maintain current program services. Department recommended adjustments reflect appropriation increases resulting from increases in tobacco settlement proceeds and anticipated fund balance changes.

DEPARTMENT: Master Settlement Agreement  
FUND: Tobacco Settlement Agreement  
BUDGET UNIT: RSM MSA

SCHEDULE A

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Budget for Contingency The County Administrative Office is recommending a contingency be established that is equal to 10% of projected revenues	-	1,867,694	-	1,867,694
2. Increase in Operating Transfers Out The expected increase in revenue growth is being utilized as financing available for the general fund. Total financing available to the general fund for health related departments now totals \$3,933,000.	-	300,000	-	300,000
3. Increase in Interest Income Based on increasing cash balances and an estimated increase in interest earnings.	-	-	8,000	(8,000)
4. Increase in Tobacco Settlement Proceeds Increase in projected annual payment for 2005-06 from the Tobacco Settlement. Increase based on cigarette consumption projections as of October 2002.	-	-	300,507	(300,507)
5. Decrease in available one-time money One-time funds are decreased in this budget unit as a result of budgeting 10% of projected revenues as a contingency, coupled with the increase in operating transfers out to finance the health related departments.	-	(1,594,948)	-	(1,594,948)
<b>Total</b>	-	572,746	308,507	264,239



## Federal Forest Reserve

### DESCRIPTION OF MAJOR SERVICES

In 1908, Congress enacted a law that requires 25% of the revenues derived from the National Forest System to be given to counties in which the lands are situated for the equal benefit of public schools and roads. Pursuant to Public Law No. 106-393, enacted on October 30, 2000, counties could elect to remain under the 25% Payment Method with fluctuating funding levels or change to the Full Payment Method, that requires these revenues to fund either Title II or Title III projects under the Act. The County elected the Full Payment Method.

Title II project funds may be used for the purpose of making additional investments in, and creating additional employment opportunities through projects that improve the maintenance of existing infrastructure, implementing stewardship objectives that enhance forest ecosystems, and restoring and improving land health and water quality.

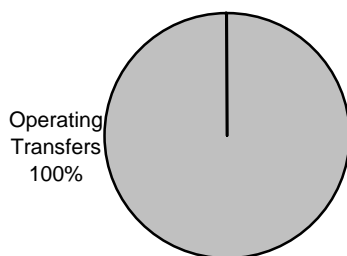
Authorized uses for Title III projects include search, rescue, and emergency services; community service work camps, easement purchases; forest-related educational opportunities; fire prevention and county planning; and community forestry. The State Controller's Office distributes funds to each eligible county according to the agreed upon formula and the counties' election of fund distribution. Title III funding is utilized by County Fire Department to develop fire prevention and community forestry projects that are necessary for the protection of people and property.

There is no staffing associated with this budget unit.

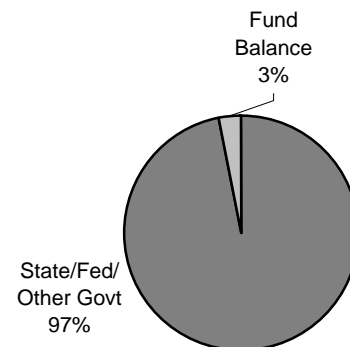
### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	130,317	67,546	66,352	68,834
Departmental Revenue	67,145	65,400	66,340	66,700
Fund Balance		2,146		2,134

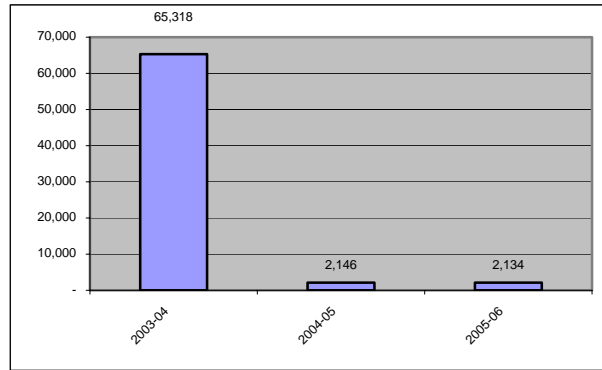
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



## 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: County Administrative Office  
 FUND: Federal Forest Reserve

BUDGET UNIT: SFB CAO  
 FUNCTION: Public Protection  
 ACTIVITY: Other Protection

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Oper Transfers Out	66,352	67,546	-	-	67,546	1,288	68,834
Total Requirements	66,352	67,546	-	-	67,546	1,288	68,834
<b>Departmental Revenue</b>							
Use Of Money & Prop	120	400	-	-	400	(200)	200
State, Fed or Gov't Aid	66,220	65,000	-	-	65,000	1,500	66,500
Total Revenue	66,340	65,400	-	-	65,400	1,300	66,700
Fund Balance		2,146	-	-	2,146	(12)	2,134

DEPARTMENT: County Administrative Office  
 FUND: Federal Forest Reserve  
 BUDGET UNIT: SFB CAO

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Title III	-	1,288	1,300	(12)
Adjustments for fund balance include a minor increase in expected revenue offset by increased transfers-out.				
<b>Total</b>	<b>-</b>	<b>1,288</b>	<b>1,300</b>	<b>(12)</b>



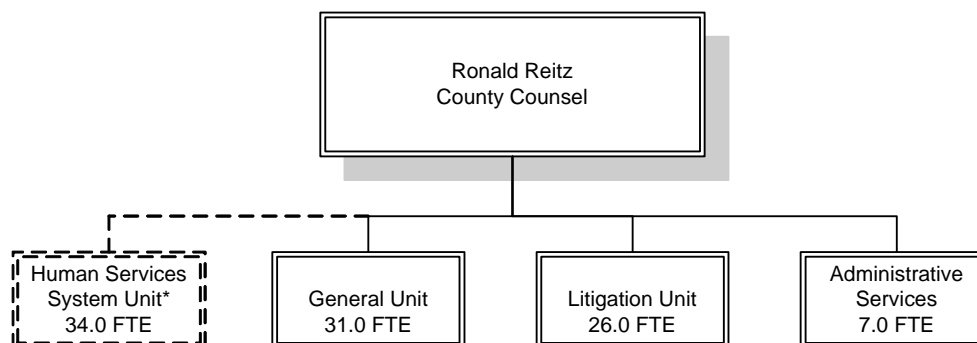
## COUNTY COUNSEL

### Ronald Reitz

#### MISSION STATEMENT

To serve and protect the County, its treasury, and its governing body, by providing timely and accurate legal services and aggressively representing the County in litigation. Legal services shall be performed maintaining the highest professional and ethical standards while fostering high morale and productivity in the work place through collaborative efforts dedicated to continuous improvement.

#### ORGANIZATIONAL CHART



\* These positions are budgeted in the HSS Budget Unit.

Two budget units fund County Counsel. County Counsel has the CCL budget unit consisting of the General and Litigation Units of the office and is included in the Administrative/Executive County Budget. County Counsel is also funded within the Human Services System budget in HSS-Legal Division. Even though County Counsel is considered a general fund department, a significant portion of its services are funded by Risk Management, Human Services System, other governmental entities, as well as certain county departments including Sheriff, Human Resources and Special Districts.

#### DESCRIPTION OF MAJOR SERVICES

County Counsel provides civil legal services to the Board of Supervisors, County Administrative Office, county departments, commissions, special districts, and school districts. County Counsel also provides legal services to various joint powers authorities and represents the courts and judges on certain matters. In performing its duties, the County Counsel's Office is divided into three operational units: the Litigation Unit, the Human Services Unit, and the General Unit.

The Litigation Unit handles tort and civil rights litigation, workers' compensation and code enforcement. This Unit is revenue supported. All Litigation Unit clients are billed by the hour for services; the largest client of this Unit is Risk Management.

The next major unit within County Counsel is the Human Services Unit. The Human Services Unit is revenue supported through the Human Services System budget. This Unit serves the Human Services System departments. A large portion of this Unit is dedicated to the litigation of juvenile dependency trial and appellate matters for the Department of Children's Services. All of the juvenile dependency litigation is work mandated by law. The remainder of the staff in this Unit serves as general legal counsel, including some litigation, for other HSS related departments and entities, such as the Departments of Aging and Adult Services, Transitional Assistance, Preschool Services, Jobs and Employment Services (welfare to work component), Child Support Services, and the IHSS Public Authority and Children and Families Commission.





The Office's General Unit provides legal services to departments supported by the general fund even though a substantial portion of the General Unit is revenue supported. The revenue supported General Unit attorneys are dedicated primarily to providing legal services to County departments (such as Sheriff and Human Resources) and outside governmental entities (such as SANBAG, OMNITRANS, and Special Districts) which pay for all or a significant portion of their legal services. The remaining General Unit attorneys and clerical staff are supported by the general fund. Therefore, in addition to the County Counsel, Assistant County Counsel and related clerical staff who are also general fund supported, the Office's General Unit has only 9 general fund supported attorneys plus clerical staff dedicated primarily to providing legal services to the Board of Supervisors, County Administrative Office, and the county departments and other governmental entities that do not reimburse the Office for legal services rendered.

## BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	7,042,372	8,577,085	8,327,085	8,716,731
Departmental Revenue	4,097,031	5,256,611	5,206,611	5,256,611
Local Cost	2,945,341	3,320,474	3,120,474	3,460,120
Budgeted Staffing		65.0		65.7

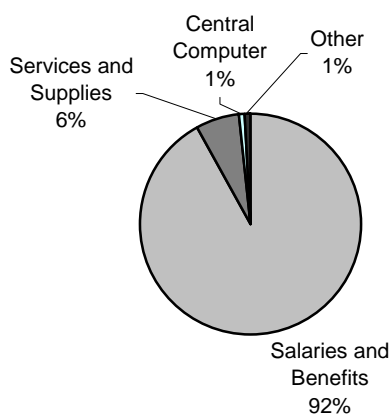
### Workload Indicators

Attorney - Client Hours	78,124	76,600	75,400	76,600
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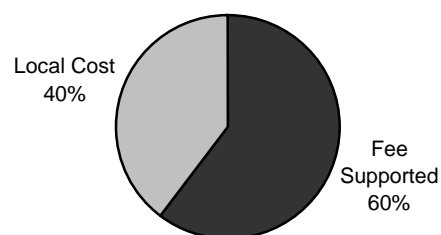
In 2004-05 estimated costs are less than budget due to vacant attorney positions which resulted in salary savings. The decrease in revenue can be attributed to attorney vacancies, which decreased County Counsel's billable hours resulting in some cases going to outside counsel.

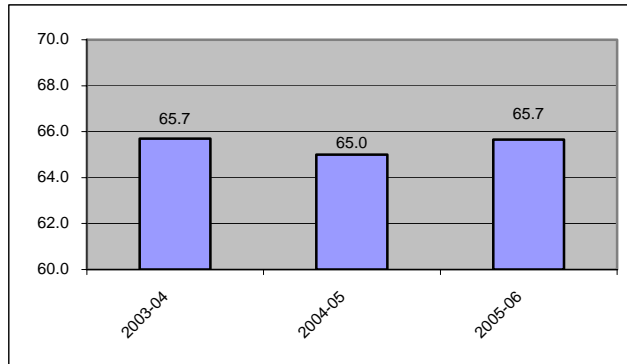
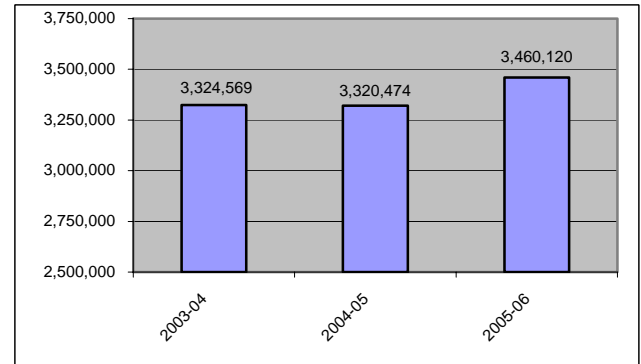
The reduction in the estimated 2004-05 client hours are also attributable to two attorneys leaving and difficulties in filling the vacancies resulting in some cases going to outside counsel. Estimated client hours for 2005-06 are expected to be similar to 2004-05, absent extraordinary client needs.

## 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



## 2005-06 BREAKDOWN BY FINANCING SOURCE



**2005-06 STAFFING TREND CHART****2005-06 LOCAL COST TREND CHART**

GROUP: Administrative/Executive  
 DEPARTMENT: County Counsel  
 FUND: General

BUDGET UNIT: AAA CCL  
 FUNCTION: General  
 ACTIVITY: Counsel

**ANALYSIS OF 2005-06 BUDGET**

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	7,518,142	7,768,142	140,116	-	7,908,258	70,653	7,978,911
Services and Supplies	737,165	737,165	(6,966)	-	730,199	(178,260)	551,939
Central Computer	59,254	59,254	6,496	-	65,750	-	65,750
Transfers	12,524	12,524	-	-	12,524	67,607	80,131
Contingencies	-	-	-	-	-	40,000	40,000
Total Appropriation	8,327,085	8,577,085	139,646	-	8,716,731	-	8,716,731
<b>Departmental Revenue</b>							
Current Services	5,206,611	4,761,611	-	-	4,761,611	495,000	5,256,611
Other Revenue	-	495,000	-	-	495,000	(495,000)	-
Total Revenue	5,206,611	5,256,611	-	-	5,256,611	-	5,256,611
Local Cost	3,120,474	3,320,474	139,646	-	3,460,120	-	3,460,120
Budgeted Staffing		65.0	-	-	65.0	0.7	65.7

In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges, inflationary services and supplies purchases and will incur decreased costs in risk management insurance and computer printing costs. These costs are reflected in the Cost to Maintain Current Program Services column.



DEPARTMENT: County Counsel  
 FUND: General  
 BUDGET UNIT: AAA CCL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
	0.7			
1. Salaries and Benefits Increase due to scheduled step increases and promotions as provided in the legal services classifications. In addition, the 0.7 increase in budgeted staffing reflects additional hours budgeted for part-time attorneys.		70,653	-	70,653
2. Services and Supplies Adjustments in operations to meet County Counsel needs and objectives. Most notably is the change from ISD hourly support service to a flat fee transfer comprised of salary and benefits and related service and supply cost to Board of Supervisors (BOS) budget for system support.		(178,260)	-	(178,260)
3. Transfer This allocation will establish a flat fee transfer of approximately \$67,000 to the BOS budget for our current technical system support service. Currently, County Counsel uses nearly a full time equivalent in service hours and this will allow County Counsel to maintain its complex computer systems. Establishing this flat fee transfer will save the department approximately \$40,000 a year. Increase of \$607 due to EH&P and EAP costs.		67,607	-	67,607
4. Contingencies Savings from flat fee transfer of Automated System Analyst.		40,000	-	40,000
5. Revenue \$495,000 in other revenue is being transferred to current services to reflect how revenue is truly being received which results in a net effect of zero.		-	-	-

DEPARTMENT: County Counsel  
 FUND: General  
 BUDGET UNIT: AAA CCL

## SCHEDULE C

## FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Paralegal Fee Request Increase fee from \$60 to \$70. The Paralegal Fee increase is due to salaries and benefit adjustments over the last three years. This fee has not increased since fiscal year 2001-02. This fee increase puts the paralegal fee in alignment with COWCAP and will fully recover the costs of the paralegal.	-	78,000	78,000	-
Law Clerk Fee Request The Law Clerk Fee is a new fee that will assist in recovering the costs of the law clerk. Additional revenue from other sources will supplement the cost of this position.	1.0	13,500	13,500	-
<b>Total</b>	<b>1.0</b>	<b>91,500</b>	<b>91,500</b>	<b>-</b>





2005-06 REVISED/NEW FEE REQUESTS  
PROGRAM SUMMARY

GROUP NAME: Administrative/Executive  
DEPARTMENT NAME: County Counsel  
FUND NAME : General  
BUDGET UNIT: Administrative/Executive  
PROGRAM: Litigation

PROGRAM APPROPRIATION AS CURRENTLY BUDGETED	
Budgeted Appropriation	\$ 8,716,731

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	468,000
Fee Revenue for fees not listed	4,788,611
Non Fee Revenue	
Local Cost	3,460,120
Budgeted Sources	\$ 8,716,731

PROGRAM APPROPRIATION IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriation	\$ 8,808,231

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	559,500
Fee Revenue for fees not listed	4,788,611
Non Fee Revenue	-
Local Cost	3,460,120
Revised Sources	\$ 8,808,231

DIFFERENCES (See Following Page for Details)	
	\$ 91,500
	91,500
	-
	-
	-
	\$ 91,500

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Change in Employee Related Costs	76,508
Inflationary Costs	
Other	14,992
Total	\$ 91,500

**Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:**  
County Counsel's paralegal fee has not changed since fiscal year 2001-02. This fee increase is due to salary and benefit adjustments. The fee increase will allow recovery of all of the costs of paralegal services. County Counsel is also recommending a fee of \$90 per hour to recover part of the cost of the law clerk position.



2005-06 REVISED/NEW FEE REQUESTS  
FEE SUMMARY

GROUP NAME: Administrative/Executive  
DEPARTMENT NAME: County Counsel  
FUND NAME : General  
PROGRAM: Litigation

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.028 A (b)	Paralegal Fee	\$ 60.00	7,800	\$ 468,000	\$ 70.00	7,800	\$ 546,000	\$ 10.00	-	\$ 78,000	\$ 78,000	Current rate will not fully recover paralegal costs.
16.028 A (d)	Law Clerk Fee	\$ -	-	\$ -	\$ 90.00	150	\$ 13,500	\$ 90.00	150	\$ 13,500	\$ 13,500	New rate will partially cover law clerk costs. Additional revenue form other sources will supplement the cost of this position.

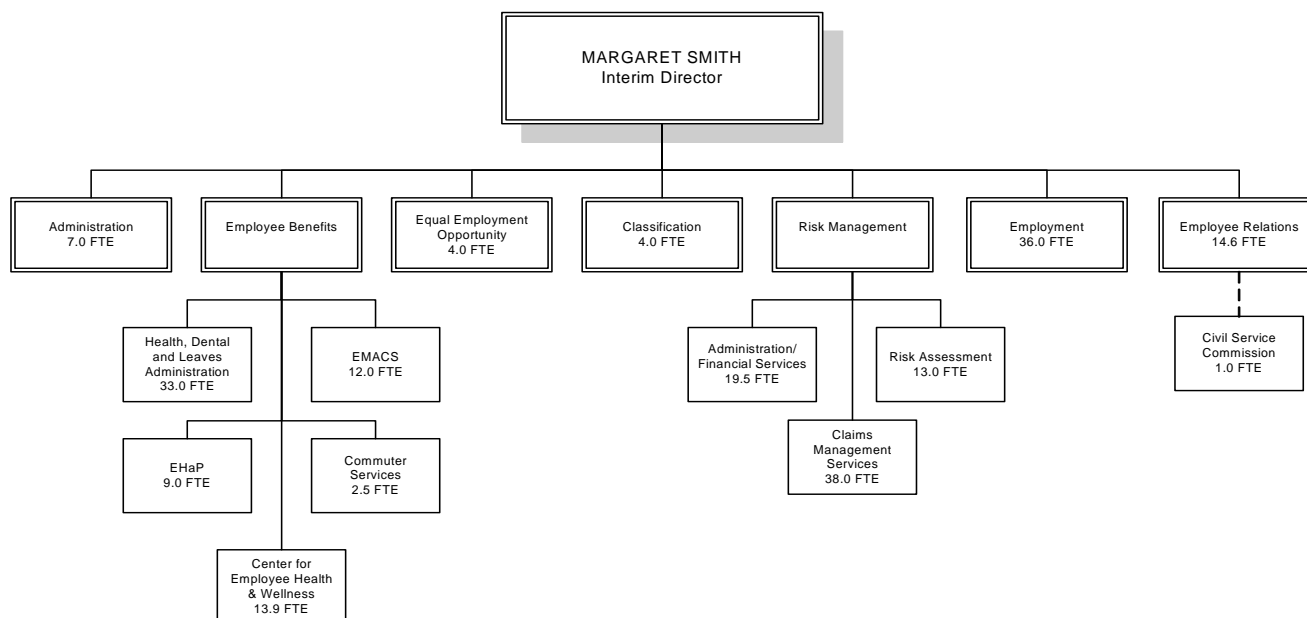
## HUMAN RESOURCES

### Margaret Smith

#### MISSION STATEMENT

The mission of the Human Resources Department is to build and maintain a healthy, proactive, and highly skilled workforce committed to excellence that reflects the diversity and talent in our community.

#### ORGANIZATIONAL CHART



#### SUMMARY OF BUDGET UNITS

2005-06						
	Appropriation	Revenue	Local Cost	Fund Balance	Revenue Over/ (Under) Exp	Staffing
Human Resources	5,503,409	302,500	5,200,909			88.6
The Center for Employee Health and Wellness	101,600	101,600	-			13.9
Unemployment Insurance	4,000,000	-	4,000,000			-
Commuter Services	888,900	480,000		408,900		2.5
Employee Benefits and Services	3,561,272	2,146,000		1,415,272		33.0
Risk Management - Operations	5,842,443	5,842,443			-	70.5
Risk Management - Insurance programs	56,537,868	94,718,000			38,180,132	-
<b>TOTAL</b>	<b>76,435,492</b>	<b>103,590,543</b>	<b>9,200,909</b>	<b>1,824,172</b>	<b>38,180,132</b>	<b>208.5</b>

## Human Resources

#### DESCRIPTION OF MAJOR SERVICES

The Human Resources Department administers the county's human resource programs. This includes responsibility for employee testing, certification, and selection; employee relations; employee benefits; systems and program administration for a portion of the Employee Management and Compensation System (EMACS); the Equal Employment Opportunity Office; the Commission on the Status of Women; and Risk Management. Human Resources also shares responsibility, through a partnership with Human Services System, for countywide organizational and employee development and the Management and Leadership Academy.



## BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	7,667,407	5,380,631	5,154,301	5,503,409
Departmental Revenue	2,389,911	302,500	302,500	302,500
Local Cost	5,277,496	5,078,131	4,851,801	5,200,909
Budgeted Staffing		83.6		88.6

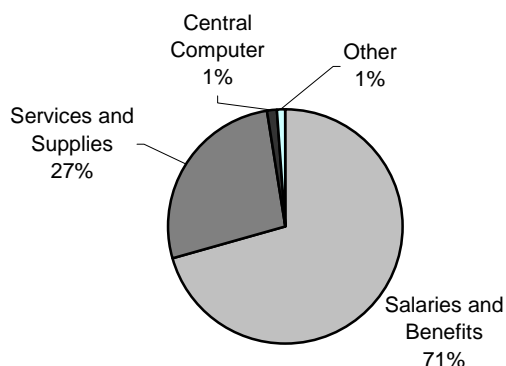
### Workload Indicators

Applications accepted	93,000	37,000	54,000	62,000
Applicants tested	28,000	13,000	14,000	16,000
HR EMACS - WPE/Steps processed	-	22,300	21,050	24,500
HR EMACS - Job Action Requests processed	-	13,600	13,324	14,500
Nurse care coordination referrals (occupational)	-	2,500	2,023	2,600
Nurse care coordination referrals (non-occupational)	-	1,800	1,465	1,950

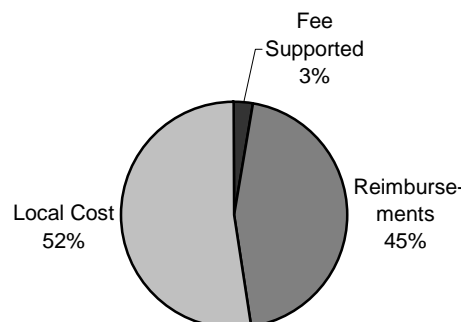
In 2005-06, the adjustments detailed below totaling 5.5 positions are partially offset by a reduction of 0.5 positions due to the implementation of a distributed vacancy factor for a net proposed increase of 5.0 positions.

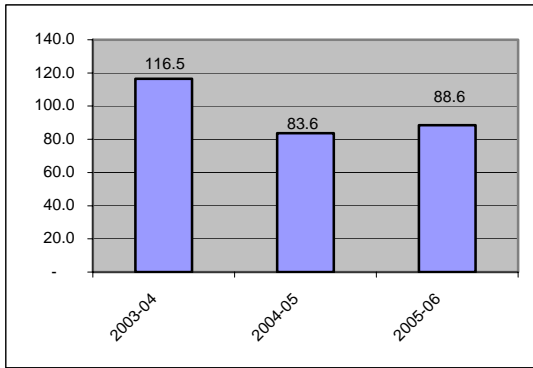
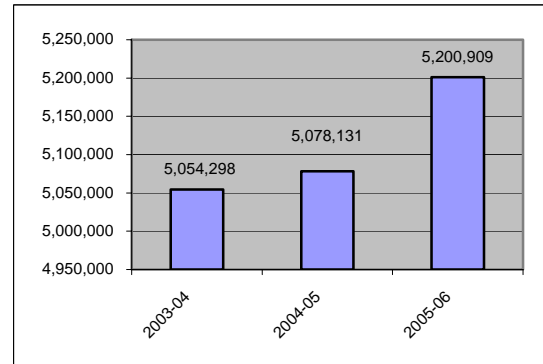
- The transfer-in of 3.0 positions—1.0 Staff Analyst I and 2.0 Staff Analyst II—from the Human Services System Administrative Claim budget is requested to assist the Employee Health and Productivity (EHaP) program with ongoing case management. Also, the addition of 1.0 Clerk III is requested to provide EHaP clerical support.
- The addition of 1.5 Human Resources Analyst I is requested to assist with anticipated workload increases—1.0 position will be assigned to the Employment Division and 0.5 will be assigned to the Western Region Item Bank (WRIB) section.

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



**2005-06 STAFFING TREND CHART****2005-06 LOCAL COST TREND CHART**

GROUP: Administrative/Executive  
 DEPARTMENT: Human Resources  
 FUND: General

BUDGET UNIT: AAA HRD  
 FUNCTION: General  
 ACTIVITY: Personnel

**ANALYSIS OF 2005-06 BUDGET**

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b><u>Appropriation</u></b>							
Salaries and Benefits	6,167,900	6,473,830	121,673	-	6,595,503	422,904	7,018,407
Services and Supplies	2,647,734	2,647,734	(7,084)	-	2,640,650	26,378	2,667,028
Central Computer	129,093	129,093	8,189	-	137,282	-	137,282
Transfers	168,553	168,553	-	-	168,553	(46,761)	121,792
Total Exp Authority	9,113,280	9,419,210	122,778	-	9,541,988	402,521	9,944,509
Reimbursements	(3,958,979)	(4,038,579)	-	-	(4,038,579)	(402,521)	(4,441,100)
Total Appropriation	5,154,301	5,380,631	122,778	-	5,503,409	-	5,503,409
<b><u>Departmental Revenue</u></b>							
Current Services	262,500	262,500	-	-	262,500	-	262,500
Other Revenue	40,000	40,000	-	-	40,000	-	40,000
Total Revenue	302,500	302,500	-	-	302,500	-	302,500
Local Cost	4,851,801	5,078,131	122,778	-	5,200,909	-	5,200,909
Budgeted Staffing		83.6	-	-	83.6	5.0	88.6

In 2005-06, the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases, and will incur decreased costs in risk management insurance. These costs are reflected in the Cost to Maintain Current Program Services column.





DEPARTMENT: Human Resources  
 FUND: General  
 BUDGET UNIT: AAA HRD

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries and Benefits	Increases due to the transfer-in of 1.0 Staff Analyst I and 2.0 Staff Analyst II from the Human Services System (HSS) Administrative Claim budget (AAA DPA) to coordinate Employee Health and Productivity program cases. Also, 1.0 Clerk III is added to assist with Employee Health and Productivity case paperwork. Costs are offset by reimbursements from the HSS Administrative Claim budget.	4.0	-	-	-
2. Salaries and Benefits	The addition of 1.5 Human Resources Analyst I to assist with increased workload in the Employment Division is offset by the deletion of 0.5 Human Resources Analyst II.	1.0	51,562	-	51,562
3. Salaries and Benefits	Other salary and benefits adjustments including a workers' compensation experience modification surcharge of \$29,495.	-	104,220	-	104,220
4. Services and Supplies	Increased expenditures (i.e. contract services, advertising, etc.) related to an anticipated rise in the number of recruitments.	-	26,378	-	26,378
5. Transfers	Reduced transfers for rent payments because the Employee Health and Productivity program moved from a leased facility to County-owned space in December 2004.	-	(46,761)	-	(46,761)
6. Reimbursements	Additional reimbursement for Human Resources Officers assigned to various departments.	-	(135,399)	-	(135,399)
<b>Total</b>		<b>5.0</b>	<b>-</b>	<b>-</b>	<b>-</b>



## The Center for Employee Health and Wellness

### DESCRIPTION OF MAJOR SERVICES

The Center for Employee Health and Wellness is responsible for employee and applicant preplacement and in-service medical examinations, medical records, representing the county in hearings before the Civil Service Commission regarding appeals of medical findings, and advising the county's management on compliance with Occupational Safety and Health Administration (OSHA) regulations and occupational medical problems.

### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	(15,310)	35,000	50,000	101,600
Departmental Revenue	37,616	35,000	50,000	101,600
Local Cost	(52,926)	-	-	-
Budgeted Staffing		12.7		13.9

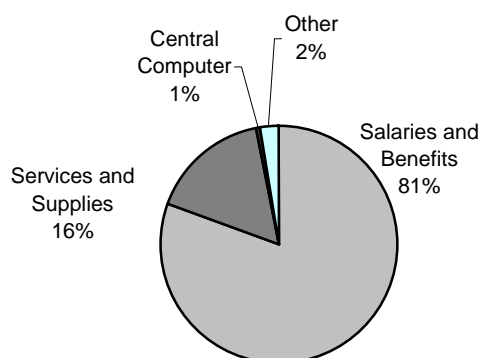
#### Workload Indicators

Preplacement Physicals	2,063	2,100	3,350	4,000
Fitness-For-Duty Exams	26	30	30	30
Work Injury/Illness Exams	1,804	1,700	2,250	2,400
Other Exams	6,058	6,100	6,100	7,000

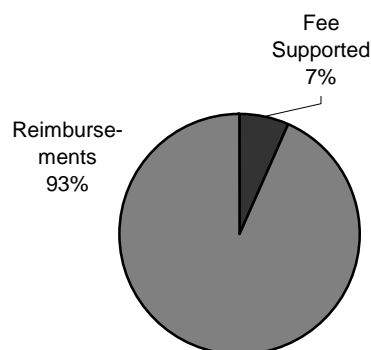
In December 2004, as part of the County's ongoing efforts to consolidate services, the Center for Employee Health and Wellness relocated to the Arrowhead Regional Medical Center (ARMC). The 2005-06 budget reflects facility lease costs savings from the prior fiscal year.

In 2005-06, the department requests an additional 1.0 Licensed Vocational Nurse and 0.2 Contract Occupational Health Physician due to an anticipated workload increase. The reclassification of 1.0 Clinic Assistant to Audiometrist is requested to align the classification with the duties performed. The services and supplies budget as well as reimbursement budget are increased to reflect the ongoing agreement with the Sheriff's Department Training Academy to provide on-site first aid for Sheriff Academy participants as well as an anticipated increase in services to other governmental agencies.

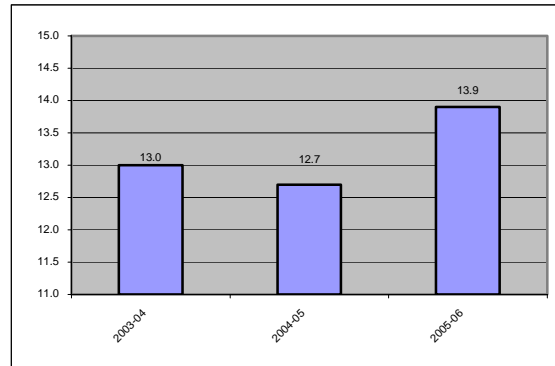
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



#### 2005-06 BREAKDOWN BY FINANCING SOURCE



## 2005-06 STAFFING TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Employee Health and Wellness  
 FUND: General

BUDGET UNIT: AAA OCH  
 FUNCTION: General  
 ACTIVITY: Personnel

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	997,024	1,009,813	33,224	-	1,043,037	169,708	1,212,745
Services and Supplies	254,905	227,116	(881)	-	226,235	18,969	245,204
Central Computer Transfers	8,020	8,020	1,065	-	9,085	-	9,085
	<u>136,651</u>	<u>136,651</u>	<u>-</u>	<u>-</u>	<u>136,651</u>	<u>(99,085)</u>	<u>37,566</u>
Total Exp Authority	1,396,600	1,381,600	33,408	-	1,415,008	89,592	1,504,600
Reimbursements	<u>(1,346,600)</u>	<u>(1,346,600)</u>	<u>(33,408)</u>	<u>-</u>	<u>(1,380,008)</u>	<u>(22,992)</u>	<u>(1,403,000)</u>
Total Appropriation	50,000	35,000	-	-	35,000	66,600	101,600
<b>Departmental Revenue</b>							
Current Services	<u>50,000</u>	<u>35,000</u>	<u>-</u>	<u>-</u>	<u>35,000</u>	<u>66,600</u>	<u>101,600</u>
Total Revenue	50,000	35,000	-	-	35,000	66,600	101,600
Local Cost	-	-	-	-	-	-	-
Budgeted Staffing		12.7	-	-	12.7	1.2	13.9

In 2005-06, the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases, and will incur decreased costs in risk management insurance. These costs are reflected in the Cost to Maintain Current Program Services column.



DEPARTMENT: Employee Health and Wellness  
 FUND: General  
 BUDGET UNIT: AAA OCH

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salaries and Benefits		1.2	99,042	-	99,042
Addition of 1.0 LVN positions and 0.2 Contract Occupational Health Physician to provide coverage due to an anticipated increase in workloads, which results in a corresponding increase in reimbursements					
2. Salaries and Benefits		-	494	-	494
Reclassification of 1.0 Clinic Assistant to Audiometrist.					
3. Salaries and Benefits			70,172	-	70,172
Other salary and benefit adjustments including an estimate for a 4% increase in 2005-06.					
4. Services and Supplies			18,969	-	18,969
Anticipated increase in workload resulting in the need to purchase additional medical supplies and services.					
5. Transfers			(99,085)	-	(99,085)
The Center vacated its leased facility December 2004 and moved to ARMC, which eliminated the need to pay rent for space.					
6. Reimbursements			(22,992)	-	(22,992)
Increased reimbursements from departments due to an anticipated increase in workload.					
7. Current Services			-	66,600	(66,600)
Increased revenue to reflect additional services provided to other governmental agencies.					
<b>Total</b>		<b>1.2</b>	<b>66,600</b>	<b>66,600</b>	<b>-</b>



## Unemployment Insurance

### DESCRIPTION OF MAJOR SERVICES

This is a mandated program based upon a 1978 amendment to the California Unemployment Insurance Code extending unemployment insurance benefits to all public employees. Management's objective for the program is cost containment. Unemployment insurance claims filed by former county employees are monitored, reviewed for eligibility, and challenged when appropriate to prevent abuse of the program.

There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

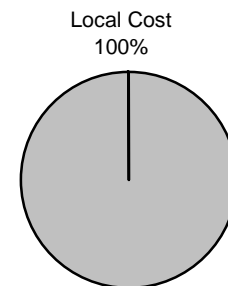
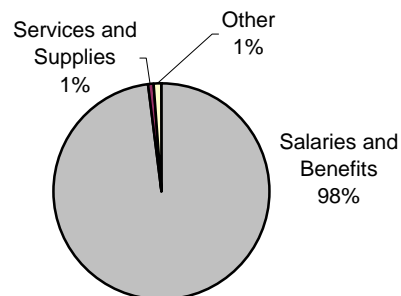
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	3,694,366	4,000,000	3,486,500	4,000,000
Departmental Revenue	-	-	-	-
Local Cost	3,694,366	4,000,000	3,486,500	4,000,000

#### Workload Indicators

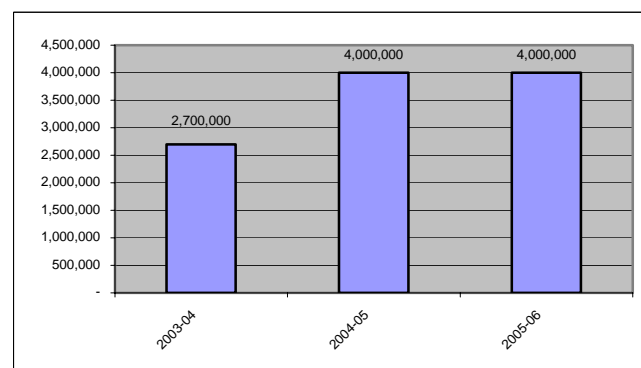
Unemployment Insurance claims paid	1,600	1,600	1,720	1,800
Total protestable claims	295	300	400	425
Protestable claims ruled in the county's favor	144	150	150	160
Maximum weekly benefit	410	450	450	450

The 2004-05 estimated costs are not expected to exceed budget despite a greater number of claims paid than in 2003-04. The reduced costs are attributable, in part, to a more aggressive approach by the county in pursuing protestable claims.

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY      2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Unemployment Insurance  
 FUND: General

BUDGET UNIT: AAA UNI  
 FUNCTION: General  
 ACTIVITY: Personnel

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	3,425,000	3,925,000	-	-	3,925,000	-	3,925,000
Services and Supplies	11,500	25,000	-	-	25,000	-	25,000
Transfers	50,000	50,000	-	-	50,000	-	50,000
Total Appropriation	3,486,500	4,000,000	-	-	4,000,000	-	4,000,000
Local Cost	3,486,500	4,000,000	-	-	4,000,000	-	4,000,000



## Commuter Services

### DESCRIPTION OF MAJOR SERVICES

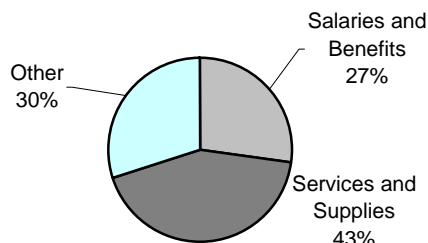
The Commuter Services fund was established to account for funds received under AB 2766 to finance mobile source air pollution reduction programs. AB 2766 authorizes air pollution control districts to levy fees on motor vehicles to be used to reduce air pollution. Under this program, the Department of Motor Vehicles collects fees and remits amounts to the appropriate Air Quality Management District (AQMD) for vehicles registered within the district. This fund receives AB 2766 funding from both the South Coast Air Quality Management District (SCAQMD) and the Mojave Desert Air Quality Management District (MDAQMD).

### BUDGET AND WORKLOAD HISTORY

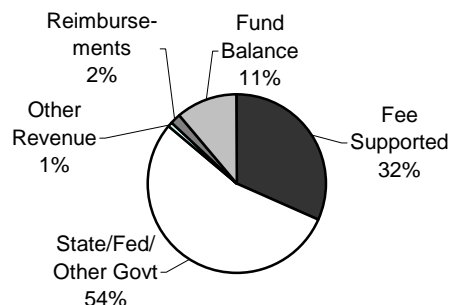
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	440,299	785,462	458,037	888,900
Departmental Revenue	445,726	395,000	476,475	480,000
Fund Balance		390,462		408,900
Budgeted Staffing		2.5		2.5
<b>Workload Indicators</b>				
Number of vanpools	16	17	20	23
Number of vanpool participants	113	120	150	162
Participants using all modes of rideshare	1,085	1,100	1,100	1,200

Pursuant to Section 29009 of the California Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

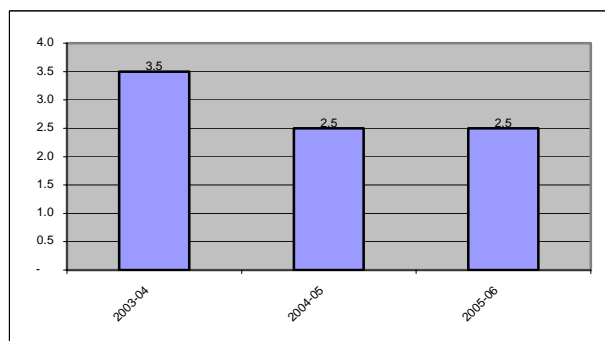
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



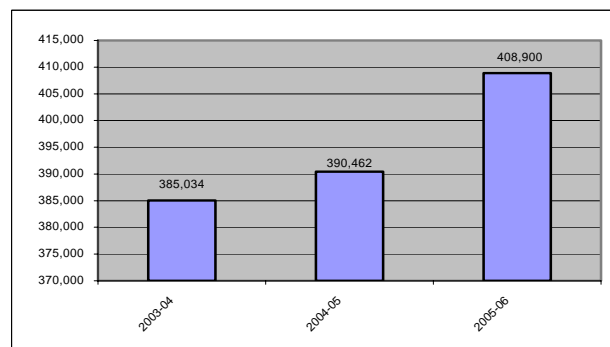
### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 STAFFING TREND CHART



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Human Resources  
FUND: Commuter Services

BUDGET UNIT: SDF HRD  
FUNCTION: General  
ACTIVITY: Personnel

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	139,432	143,195	7,742	-	150,937	-	150,937
Services and Supplies	187,938	187,938	290	-	188,228	46,521	234,749
L/P Vehicles	-	-	-	-	-	75,000	75,000
Transfers	130,667	130,667	-	-	130,667	(39,698)	90,969
Contingencies	-	323,662	-	-	323,662	23,583	347,245
Total Exp Authority	458,037	785,462	8,032	-	793,494	105,406	898,900
Reimbursements	-	-	-	-	-	(10,000)	(10,000)
Total Appropriation	458,037	785,462	8,032	-	793,494	95,406	888,900
<b>Departmental Revenue</b>							
Use Of Money & Prop	5,000	10,000	-	-	10,000	(5,000)	5,000
State, Fed or Gov't Aid	300,000	185,000	-	-	185,000	115,000	300,000
Current Services	170,000	200,000	-	-	200,000	(25,000)	175,000
Other Revenue	1,475	-	-	-	-	-	-
Total Revenue	476,475	395,000	-	-	395,000	85,000	480,000
Fund Balance		390,462	8,032	-	398,494	10,406	408,900
Budgeted Staffing		2.5	-	-	2.5	-	2.5

In 2005-06, the department will incur increased costs in retirement, workers compensation, and inflationary services and supplies purchases. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These adjustments are reflected in the Cost to Maintain Current Program Services column.

In 2005-06, the budget for vehicles is increased to reflect the anticipated purchase of three new 12-passenger vans and the services and supplies budget has been increased for related Fleet Management charges to operate the new vans. The vans are required to meet the increasing ridership demand in the Vanpool program due to the increased price of gasoline. Program oversight has been transferred from the Human Resources Department budget (AAA HRD) to the Employee Benefits and Services Division budget (SDG HRD). Appropriation for transfers and reimbursements in the affected budget units has been adjusted to reflect this change.

DEPARTMENT: Human Resources  
FUND: Commuter Services  
BUDGET UNIT: SDF HRD

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Services and Supplies Increased costs primarily due to Fleet Management charges for three additional vans to be purchased in 2005-06.	-	46,521	-	46,521
2. Vehicles Purchase of three new 12-passenger vans for increased ridership demand, which has been caused by the rising gasoline prices.	-	75,000	-	75,000
3. Transfers Decreased charges to the Employee Benefits and Services budget (SDG HRD) for administrative support.	-	(39,698)	-	(39,698)
4. Reimbursements Increased reimbursement from the Human Resources Department budget (AAA HRD) for administration of the Suggestion Award program.	-	(10,000)	-	(10,000)
5. Contingencies Contingency adjustment for estimated fund balance.	-	23,583	-	23,583
6. Rev From Use of Money Reduction due to decreased fund balance.	-	-	(5,000)	5,000
7. Other Government Aid Adjustment to reflect estimated 2005-06 funding from SCAQMD and MDAQMD.	-	-	115,000	(115,000)
8. Charges for Current Services Adjustment to reflect anticipated receipts for ridership revenues.	-	-	(25,000)	25,000
<b>Total</b>	-	95,406	85,000	10,406





## Employee Benefits and Services

### DESCRIPTION OF MAJOR SERVICES

Employee Benefits and Services, under the direction of the Human Resources Department, administers the county's health, dental, vision, and life insurance plans as well as its integrated leave programs.

### BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	-	4,402,162	2,886,889	3,561,272
Departmental Revenue	942,209	2,196,000	2,096,000	2,146,000
Fund Balance		2,206,162		1,415,272
Budgeted Staffing		33.0		33.0

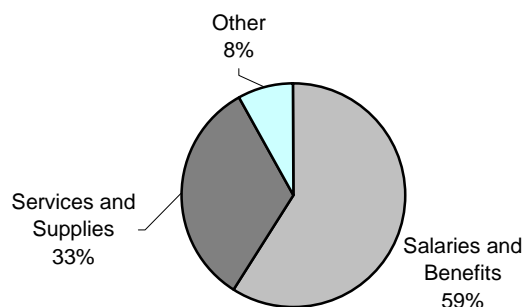
#### Workload Indicators

Salary Savings Plan participants	17,714	20,000	19,362	19,500
Health Plan participants	24,032	24,000	26,085	26,100
Dental Plan participants	27,195	27,000	31,894	32,000
Vision Plan participants	17,770	17,500	18,486	18,500
Retiree Health Plan participants	2,218	2,200	2,165	2,200
Retiree Dental Plan participants	1,154	1,100	1,348	1,400
Flexible Spending Account (FSA) claims processed	6,694	7,000	8,014	8,900
Short Term Disability (STD) cases	1,657	1,600	1,647	1,700

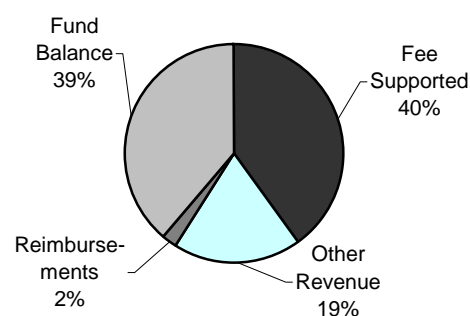
Pursuant to Section 29009 of the California Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

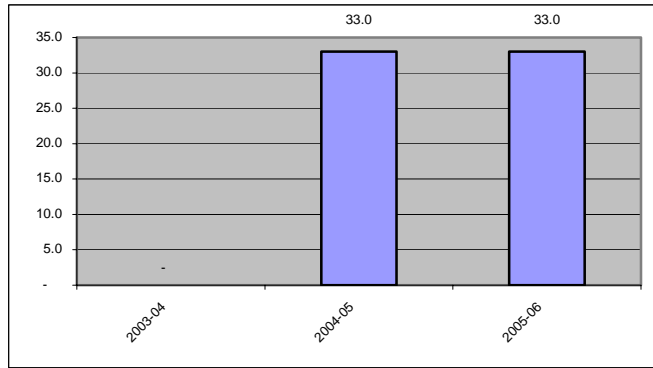
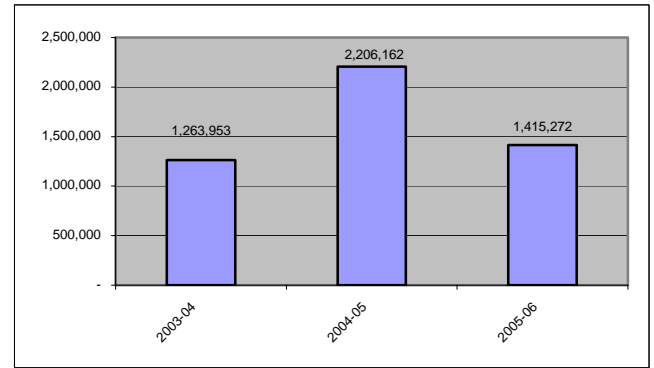
Beginning in 2002-03, administrative fees and other revenues used to finance the administration of employee benefits were consolidated into this fund. In 2004-05, expenditures related to the administration of employee benefit programs were included as part of this fund as well. Prior to 2004-05, expenditures were included as part of the Human Resources Department budget (AAA HRD) and revenues received in this fund were subsequently transferred to AAA HRD to reimburse actual costs.

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



**2005-06 STAFFING TREND CHART****2005-06 FUND BALANCE TREND CHART**

**GROUP:** Administrative/Executive  
**DEPARTMENT:** Human Resources  
**FUND:** Employee Benefits and Services

**BUDGET UNIT:** SDG HRD  
**FUNCTION:** General  
**ACTIVITY:** Personnel

**ANALYSIS OF 2005-06 BUDGET**

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	1,662,086	1,948,586	119,427	-	2,068,013	-	2,068,013
Services and Supplies	1,084,477	1,112,890	8,885	-	1,121,775	48,510	1,170,285
Transfers	225,326	225,326	-	-	225,326	55,614	280,940
Contingencies	-	1,200,360	-	-	1,200,360	(1,073,326)	127,034
Total Exp Authority	2,971,889	4,487,162	128,312	-	4,615,474	(969,202)	3,646,272
Reimbursements	(85,000)	(85,000)	-	-	(85,000)	-	(85,000)
Total Appropriation	2,886,889	4,402,162	128,312	-	4,530,474	(969,202)	3,561,272
<b>Departmental Revenue</b>							
Use Of Money & Prop	50,000	150,000	-	-	150,000	(50,000)	100,000
Current Services	1,461,000	1,461,000	-	-	1,461,000	-	1,461,000
Other Revenue	585,000	585,000	-	-	585,000	-	585,000
Total Revenue	2,096,000	2,196,000	-	-	2,196,000	(50,000)	2,146,000
Fund Balance		2,206,162	128,312	-	2,334,474	(919,202)	1,415,272
Budgeted Staffing		33.0	-	-	33.0	-	33.0

In 2005-06, the department will incur increased costs in retirement, workers compensation, and inflationary services and supplies purchases. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These adjustments are reflected in the Cost to Maintain Current Program Services column.



DEPARTMENT: Human Resources  
 FUND: Employee Benefits and Services  
 BUDGET UNIT: SDG HRD

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies Increased cost of providing services for benefit programs.	-	48,510	-	48,510
2.	Transfers An increased transfer to the Human Services System Administrative Claim budget (AAA DPA) for employee orientation costs is offset by reduced transfers to Human Resources (AAA HRD) for administrative oversight.	-	55,614	-	55,614
3.	Contingencies Contingency adjustment for estimated fund balance.	-	(1,073,326)	-	(1,073,326)
4.	Rev From Use of Money Decreased interest revenue due to a reduction in fund balance.	-	-	(50,000)	50,000
<b>Total</b>		-	(969,202)	(50,000)	(919,202)



## Risk Management - Operations

### DESCRIPTION OF MAJOR SERVICES

Risk Management, under the direction of the Human Resources Department, administers the County's self-insured workers' compensation, public liability, property conservation, safety and risk reduction programs and its insured programs. All program costs are paid from insurance sub funds, which are funded by charging general fund and non-general fund departments as well as Board-Governed Special Districts and County Service Areas for the cost to pay losses and fund future liabilities for the self-insured programs and the cost of insurance for the insured programs.

### BUDGET AND WORKLOAD HISTORY

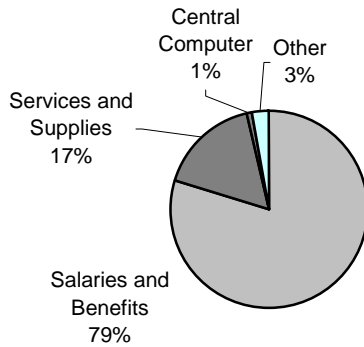
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	4,958,155	5,164,475	4,890,102	5,842,443
Departmental Revenue	4,810,196	5,164,475	5,159,275	5,842,443
Revenue Over/(Under) Expense	(147,959)	-	269,173	-
Budgeted Staffing		65.3		70.5
Fixed Assets	-	-	-	-
Unrestricted Net Assets Available at Year End	(99,381)		169,792	
<b><u>Workload Indicators</u></b>				
Average cost of a closed WC indemnity claim	21,270	19,000	23,267	21,346
Average cost of a closed Liability claim	8,184	6,500	10,172	8,445
Preventable vehicle accident rate per million miles driven	6	7	8	7
Percent of WC claimants ranking treatment (professional and courteous) as good or excellent	90	91	91	91
Percent of WC claimants ranking return of phone calls promptly as good or excellent	87	88	88	89
Percent of WC claimants ranking explanation of benefits as good or excellent	87	88	88	89

In 2005-06, a total increase of 5.2 positions is requested.

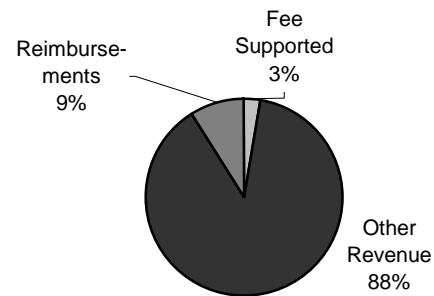
- On October 5, 2004, the Board approved the addition of 3.0 Workers' Compensation Claims Assistants.
- The addition of 1.0 Staff Analyst II is requested primarily to assist with the preparation, issuance, and evaluation of requests for proposals (RFP). This position will also prepare contracts and Board agenda items, and provide assistance to the Emergency Medical Services (EMS) program.
- The addition of 1.0 Automated Systems Analyst I is requested for preparation of monthly EMS reports submitted to the San Bernardino Medical Society and the EMS Committee. This position will manage the data in the EMS system and assist with the preparation of other Risk Management ad-hoc reports.
- The addition of 0.5 Supervising Automated Systems Analyst I is requested to assist with the Automated Claims Processing system.
- The reduction of 0.3 Contract Risk Manager is requested because the contract expired in December 2004 and the recruitment for a Risk Manager is ongoing.



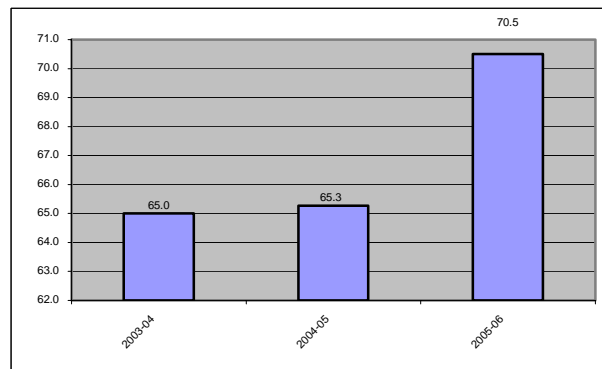
## 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



## 2005-06 BREAKDOWN BY FINANCING SOURCE



## 2005-06 STAFFING TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Human Resources  
FUND: Risk Management - Operations

BUDGET UNIT: IBP RMG  
FUNCTION: General  
ACTIVITY: Insurance programs

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	4,084,594	4,383,309	389,860	198,703	4,971,872	143,045	5,114,917
Services and Supplies	1,155,017	1,130,675	(12,417)	-	1,118,258	(38,961)	1,079,297
Central Computer	47,779	47,779	5,581	-	53,360	-	53,360
Transfers	161,389	161,389	8,502	-	169,891	-	169,891
Total Exp Authority	5,448,779	5,723,152	391,526	198,703	6,313,381	104,084	6,417,465
Reimbursements	(558,677)	(558,677)	(16,345)	-	(575,022)	-	(575,022)
Total Appropriation	4,890,102	5,164,475	375,181	198,703	5,738,359	104,084	5,842,443
<b>Departmental Revenue</b>							
Use Of Money and Prop	49,800	55,000	-	-	55,000	-	55,000
Current Services	225,000	225,000	-	-	225,000	(50,000)	175,000
Total Revenue	274,800	280,000	-	-	280,000	(50,000)	230,000
Operating Transfers In	4,884,475	4,884,475	375,181	198,703	5,458,359	154,084	5,612,443
Total Financing Sources	5,159,275	5,164,475	375,181	198,703	5,738,359	104,084	5,842,443
Rev Over/(Under) Exp	269,173	-	-	-	-	-	-
Budgeted Staffing		65.3	-	3.0	68.3	2.2	70.5

In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases and will incur decreased costs in risk management insurance and computer printing costs. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These costs are reflected in the Cost to Maintain Current Program Services column.



DEPARTMENT: Human Resources  
 FUND: Risk Management - Operations  
 BUDGET UNIT: IBP RMG

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1.	Salaries and Benefits Addition of 1.0 Staff Analyst II is requested to assist with the preparation, issuance, and evaluation of requests for proposals (RFP). Risk Management issues approximately 20 RFP's per year, which vary in their degree of difficulty. An additional position is necessary to assist in the preparation of RFP's, contracts, Board agenda items, budgets, and to provide some analytical assistance to the Emergency Medical Services program.	1.0	74,548	74,548	-
2.	Salaries and Benefits Addition of 1.0 Automated Systems Analyst I for the Emergency Medical Services (EMS) program. This position is requested for preparation of monthly reports submitted to the San Bernardino Medical Society and the EMS Committee. This position will manage the data in the EMS system and assist with the preparation of other Risk Management ad-hoc reports.	1.0	69,848	69,848	-
3.	Salaries and Benefits Reduction of 0.3 Contract Risk Manager is requested because the contract for this position expired in December 2004.	(0.3)	(43,997)	(43,997)	-
4.	Salaries and Benefits Addition of 0.5 Supervising Automated Systems Analyst I is requested due to the expected retirement of key Risk Management personnel. This position is critical due to the nature of the Automated Claims System and mandates regarding the processing and time requirements of various claim payments.	0.5	42,646	42,646	-
5.	Services and Supplies Reduced costs primarily due to reduced COWCAP charges.	-	(38,961)	(38,961)	-
<b>Total</b>		<b>2.2</b>	<b>104,084</b>	<b>104,084</b>	<b>-</b>



## Risk Management – Insurance Programs

### DESCRIPTION OF MAJOR SERVICES

Risk Management, under the direction of the Human Resources Department, administers the county's self-insured and insured programs. All program costs are paid from internal service sub funds, which are financed by charging general fund and non-general fund departments as well as Board-Governed Special Districts and County Service Areas. Each entity is billed for their specific coverage for the cost to pay losses and future liabilities under the self-insured programs and the cost of insurance for the insured programs. Insured and self-insured programs provide coverage for workers' compensation, auto liability, and comprehensive auto as well as property, surety, law enforcement, aircraft, airports, environmental, medical malpractice, and general liability.

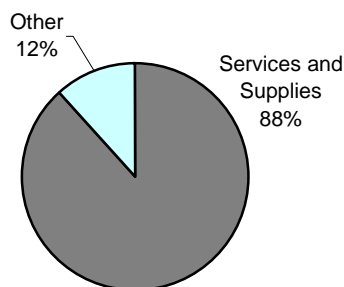
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

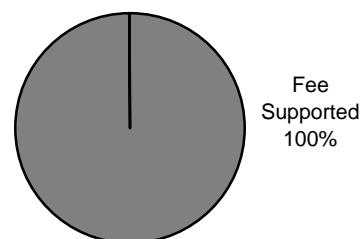
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	56,585,885	56,342,535	46,007,213	56,537,868
Departmental Revenue	50,845,461	68,057,000	70,114,667	94,718,000
Revenue Over/(Under) Expense	(5,740,424)	11,714,465	24,107,454	38,180,132
Unrestricted Net Assets Available at Year End	(55,757,227)		(31,649,773)	

On March 15, 2005, the Board approved Risk Management rate adjustments for 2005-06 increasing revenues \$21.1 million. These increases are necessary for Risk Management to meet the goal of its Five Year Recovery Plan to fund the various self-insured sub funds at a 70% marginally acceptable confidence level by June 30, 2008.

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY

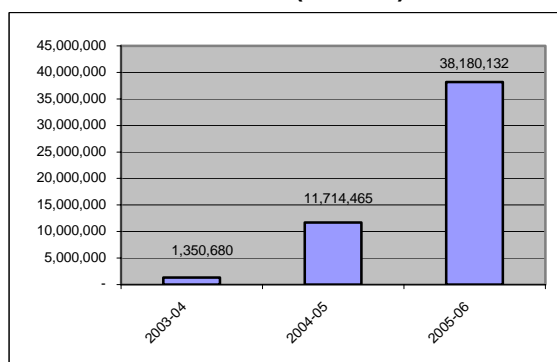


### 2005-06 BREAKDOWN BY FINANCING SOURCE



NOTE: This budget unit is expected to increase unrestricted net assets by \$38,180,132.

### 2005-06 REVENUE OVER/(UNDER) TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Human Resources  
 FUND: Risk Mgmt - Ins Programs

BUDGET UNIT: Various RMG  
 FUNCTION: General  
 ACTIVITY: Insurance programs

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b><u>Appropriation</u></b>							
Services and Supplies	40,092,153	50,449,383	(578,980)	-	49,870,403	-	49,870,403
Other Charges	414,701	450,000	30,000	-	480,000	-	480,000
Transfers	558,677	558,677	16,345	-	575,022	-	575,022
Total Appropriation	41,065,531	51,458,060	(532,635)	-	50,925,425	-	50,925,425
Oper Trans Out	4,941,682	4,884,475	727,968	-	5,612,443	-	5,612,443
Total Requirements	46,007,213	56,342,535	195,333	-	56,537,868	-	56,537,868
<b><u>Departmental Revenue</u></b>							
Use Of Money and Prop	183,494	-	-	-	-	-	-
Current Services	69,865,954	68,057,000	26,661,000	-	94,718,000	-	94,718,000
Other Revenue	8,012	-	-	-	-	-	-
Total Revenue	70,057,460	68,057,000	26,661,000	-	94,718,000	-	94,718,000
Operating Transfers In	57,207	-	-	-	-	-	-
Total Financing Sources	70,114,667	68,057,000	26,661,000	-	94,718,000	-	94,718,000
Rev Over/(Under) Exp	24,107,454	11,714,465	26,465,667	-	38,180,132	-	38,180,132





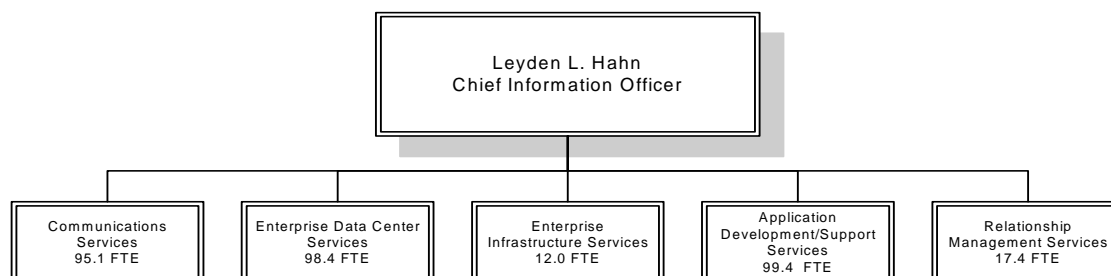
## INFORMATION SERVICES

### Leyden L. Hahn

#### MISSION STATEMENT

To continually provide technology support and leadership that remains innovative, flexible and meaningful to County departments while focusing on the professional growth of the Information Services Team.

#### ORGANIZATIONAL CHART



#### SUMMARY OF BUDGET UNITS

	2005-06				
	Appropriation	Revenue	Local Cost	Revenue Over/ (Under) Exp	Staffing
Application Development/GIS	12,384,113	5,468,678	6,915,435		102.4
Computer Operations	19,646,679	19,646,679		-	126.9
Network Services	16,914,019	16,914,019		-	93.0
TOTAL	48,944,811	42,029,376	6,915,435	-	322.3

#### DESCRIPTION OF MAJOR SERVICES

The Information Services Department (ISD) provides five major services: Communications, Application Development/Support, Relationship Management, Enterprise Data Center and Enterprise Infrastructure. Each service plays an intricate role in supporting county departments and together they provide the citizens of San Bernardino County such things as the Public Safety Radio System, which provides enhanced communications between all public safety agencies in the county.

**Communication Services** provide for the design, operation, maintenance and administration of the largest county operated telecommunications phone network in the country, the county's Regional Public Safety Radio System that integrates all countywide police, sheriff, and fire radio dispatch capabilities, the paging system consisting of over 7,000 pagers and the Wide Area Network that securely joins approximately 18,000 county users together for the efficient use of technology. ISD manages a countywide microwave system (64 sites) that helps provide transport capabilities for each of the individual systems listed below.

The telecommunications phone network is comprised of 60 Northern Telecom digital PBX switches and more than 200 electronic key systems. With few exceptions, our telephone equipment interconnects approximately 19,000 county employees without relying on service from the commercial telephone companies. For a county as geographically large as San Bernardino, a substantial cost savings is realized from handling our telephone calls on our own privately operated network (on-net). This Network interfaces with four major commercial telephone companies and two diverse long distance carriers for interrelate, interstate, and international calling. It offers inbound 800 services, giving the Public toll-free access to a number of county agencies, a variety of voice processing services (voice mail, automated attendant, voice forms, and integrated voice response), and network calling cards aimed at providing noticeable savings by employees while traveling.



The Regional Public Safety Radio system is a dynamic countywide system serving the communications needs of public safety and some outside agencies. Each user can effectively communicate with other users in their group without fear of interference or channel contention, as is common with conventional radio systems. Although the system is made up of 11 separate truncated radio sub-systems and 8 conventional technology sub-systems, ISD has been able to tie them together into one large countywide system serving the public whenever law enforcement, fire or other public safety individuals must communicate jointly.

The Paging System provides low cost paging in the entire southern part of the state for our employees on the job and is made possible by a multi-site paging system managed by ISD. The system is secure for Public Safety and less costly than traditional alternatives.

The Wide Area Network (WAN) is comprised of over 275 routers or ATM switches serving all areas of the county and all departments of the county as well as some affiliated agencies that interact with the county. Providing service from Chino to Needles, Trona to the Morongo Basin and all points in between ISD is able to cover over 650 diverse geographical locations and provide connectivity across 20,000+ square miles of the county.

The WAN has made it possible for the county to implement such cost saving measures as Video Arraignment which allows for the timely, mandated, arraignment of persons arrested without transporting them to and from the jail facilities and courtrooms located around the county and countywide video conferencing which allows for staff to hold meetings and training "on-line" and avoid timely and costly travel time by staff.

**Application Development/Support Services** provide support for county departments as they develop, enhance, and maintain business applications on a variety of hardware and software platforms. These applications include the county's enterprise accounting, payroll, budget, personnel, document imaging, public web sites, geographical information system and many other business line systems. ISD consults with many departments to find more cost effective ways of doing business and often provides business process reviews, cost analysis, and overall recommendations in the acquisition and integration of new systems. Departments supported include Probation, District Attorney, Sheriff, Public Works, Auditor Controller, Behavioral Health, Human Resources and many others.

**Enterprise Data Center Services** provide for the design, operation, maintenance and administration of the county's enterprise data center which includes server management for over 160 servers, integrated document imaging infrastructure for digitizing paper records, and print operations for bulk printing functions required by the county.

Server Management provides the county with a cost effective way to manage large or small-scale systems by leveraging a shared but secure architecture for departmental systems. Departments are provided with a stable 24/7 services to run critical applications and ISD provides the systems programming, support, and systems/database administration necessary to achieve high availability to county users. Additionally, ISD is able to host vendor maintained systems physically and provide a collaborative approach to the department in achieving good security and operational performance. Departments supported include Probation, District Attorney, Sheriff, Public Works, Auditor Controller, Welfare, Behavioral Health, and many others.

Integrated Document Imaging infrastructure provides complete support for document capture, imaging, content services (electronic document management), and automated workflow solutions for business applications within the county. The service includes monitoring and maintaining the desktop capture system as well as custom application code supporting the customer's ability to populate their repository with business content. The ISD Team maintains certified professionally trained staff to manage and monitor both the central imaging server repository and the desktop associated with it.

Print Operations provide specialized bulk printing for the county including tax bills, warrants, tax sales books, financial and personnel reports along with many others required by departments. Print Operations currently completes many critical jobs on a regularly scheduled basis and last year printed a total of 29 million impressions.

**Enterprise Infrastructure Services** provide the county with global email, security direction, technology policies and procedures along with some technical services that are the foundation of how desktops communicate and function across the county from one department to another.

Email Services connects 50 departments with approximately 13,000 users and provide all the information that one would see in Microsoft Outlook (email, calendaring, contacts, tasks, etc.). Departments rely on this key collaboration tool to perform their daily tasks and communicate with one another in a more productive way.

On a monthly basis ISD is handling over 9 million emails of which 900,000 come from the Internet; filtering out 24,000 SPAM messages and eliminating over 8,000 virus attacks.

Technology Policies and Procedures are created by ISD with the help of county departments to effectively manage technology and provide guidelines for proper use of the systems. For example, Internet, email, etc.

Security Services include monitoring global risk factors, responding to security events such as virus or hacking attempts and provides the resources necessary to assist departments in performing technology security evaluations and general security assessments.

Relationship Management Services provide an interface for departments in dealing with ISD to ensure that their technology and business objectives are understood and dealt with appropriately. To accomplish this ISD created a Technology Support Center to handle service requests along with assigning IT Account Representative to better understand the business needs of all county departments/agencies.

Technology Support Center serves to proactively monitor countywide infrastructure for problems and handles nearly 100,000 calls from county users a year. The Help Desk can often solve many simple issues like system access or password resets along with first level support for the Microsoft Office suite of products.

IT Account Representatives serve departments in many ways but perhaps most importantly they can act as a single point of contact to connect departments with the wide breadth of Technology Services offered by ISD. The Account Representative acts as a technology consultant, helping to make buy versus build decisions, assisting in contract negotiations, serving on RFP evaluation committees, and even delivering equipment or documents when necessary. These individuals act as the customer advocate within ISD to ensure customer expectations are being achieved.

## **Application Development**

### **DESCRIPTION OF MAJOR SERVICES**

Information Services' Application Development Division provides develops, enhances, and maintains business applications on a variety of hardware and software platforms. These applications include the county's enterprise accounting, payroll, budget, personnel, document imaging, public web sites, geographical information system and many other business line systems. ISD consults with many Departments to find more cost effective ways of doing business and often provides business process reviews, cost analysis, and overall recommendations in the acquisition and integration of new systems.

## BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	9,785,021	9,342,373	9,758,734	12,384,113
Departmental Revenue	4,472,303	3,755,256	4,171,617	5,468,678
Local Cost	5,312,718	5,587,117	5,587,117	6,915,435
Budgeted Staffing		77.3		102.4

### Workload Indicators

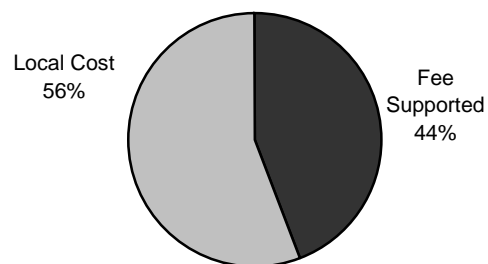
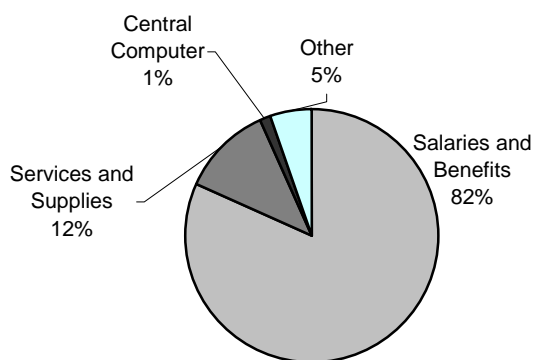
Project Hours	121,973	102,400	115,466	127,050
GIS Application Projects	14	22	4	2
GIS Mapping Projects	361	320	257	300
Street Network Segments	133,703	157,000	157,000	157,000
Parcel Basemap-Parcels	465,094	745,000	748,000	750,000

In 2004-05 estimated costs are more than budget primarily due to a mid-year item on July 14, 2004 to increase 11.1 positions to meet departmental work requirements which are primarily related to work flow, application integration and imaging projects. The Board item also increased departmental revenue for increased programming and automation workflow projects in many county departments including Auditor/Controller/Recorder, Treasurer-Tax Collector, Public Works, Human Services and Behavioral Health.

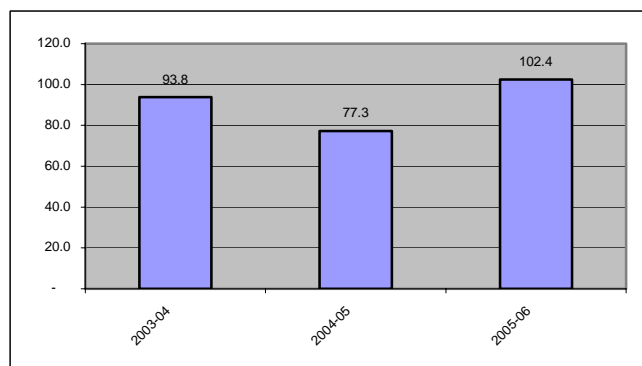
Beginning with fiscal year 2005-06 this budget unit will include the budget information for Geographic Information System (GIS) of which \$1,202,298 in local cost has been transferred along with 14.0 positions into this budget unit. ISD will use budget org codes to distinguish between budgets for Application Development and GIS.

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY

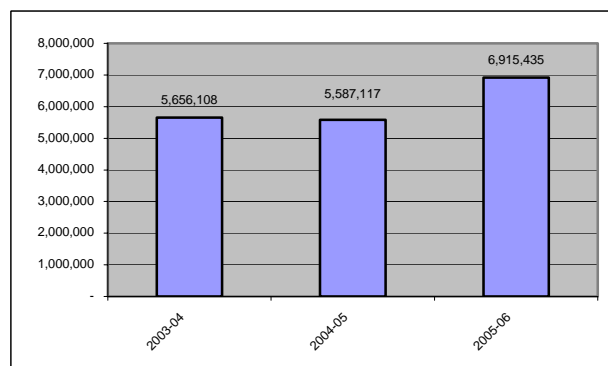
### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 STAFFING TREND CHART



### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: ISD Systems Development  
FUND: General

BUDGET UNIT: AAA SDD  
FUNCTION: General  
ACTIVITY: Other

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	8,082,438	7,656,924	174,493	903,375	8,734,792	1,377,902	10,112,694
Services and Supplies	952,026	961,179	(28,308)	-	932,871	521,355	1,454,226
Central Computer	156,241	156,241	(20,165)	-	136,076	25,225	161,301
Transfers	568,029	568,029	-	-	568,029	87,863	655,892
Total Appropriation	9,758,734	9,342,373	126,020	903,375	10,371,768	2,012,345	12,384,113
<b>Departmental Revenue</b>							
Current Services	4,171,617	3,755,256	-	903,375	4,658,631	810,047	5,468,678
Total Revenue	4,171,617	3,755,256	-	903,375	4,658,631	810,047	5,468,678
Local Cost	5,587,117	5,587,117	126,020	-	5,713,137	1,202,298	6,915,435
Budgeted Staffing		77.3	-	11.1	88.4	14.0	102.4

In 2005-06 the department will incur increased costs in retirement, workers compensation, and inflationary services and supplies purchases and will incur decreased costs in risk management insurance and central computer charges. These costs are reflected in the Cost to Maintain Current Program Services column.

Board approved a mid-year item on July 14, 2004 to restore funding for 11.1 positions to meet departmental work requirements which are primarily related to work flow, application integration and imaging projects. These costs are reflected in the Board Approved Adjustments column.

The Department Recommended Funded Adjustment column includes the reorganization to consolidate from Emerging Technology (AAA ETD) and Application Development (AAA SDD) into a single general fund budget unit, \$1,202,298 in local cost and 14.0 positions have been transferred.

DEPARTMENT: ISD Systems Development  
FUND: General  
BUDGET UNIT: AAA SDD

#### SCHEDULE A

#### DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Reorganization of Emerging Technology Reorganization to consolidate Emerging Technology (AAA ETD) and Application Development (AAA SDD) into a single general fund budget unit, \$1,447,618 in appropriation has been transferred into AAA SDD and the transferred amounts are as follows: \$1,193,715 from salary and benefits; \$136,032 from services and supplies; \$25,225 from central computers; \$92,646 from transfers and \$238,934 from revenue. ISD proposes to use org code budgeting to account for both of these general fund activities. The consolidation will simplify our general fund budgeting and monitoring of expenditures and revenues. Increase of \$5,881 for on-call, stand-by and overtime to adjust to current usage trend. In addition, salary increases of \$178,306 for related step advances, benefits cash outs and in series promotions of trainee and under fill employees.	14.0	1,631,805	238,934	1,392,871
2. Services and Supplies Increase of \$500,000 for outside contract programming services to augment regular staff to meet estimated fluctuating service requirements of county departments in lieu of adding additional regular staff; increase of \$48,155 in equipment purchases, training, desktop software and travel expenditures; decrease of \$93,447 in software programming tools for programmers which is being met with other software and a decrease of \$69,385 in office supply expenses, desktop support services and telephone services.		385,323	-	385,323
3. Transfer Decrease in centrally funded administrative/fiscal service and supply costs that is distributed to all operating budgets within ISD.		(4,783)	-	(4,783)
4. Revenue Current Services Increase of \$553,633 in programming service revenues for the support of departments computer application systems and new automation projects managed by ISD. An increase of \$17,480 for subscription charges for GIS street network database information.		-	571,113	(571,113)
<b>Total</b>	<b>14.0</b>	<b>2,012,345</b>	<b>810,047</b>	<b>1,202,298</b>



## Emerging Technology

### DESCRIPTION OF MAJOR SERVICES

Information Services' Application Development Division provides develops, enhances, and maintains business applications on a variety of hardware and software platforms. These applications include the county's enterprise accounting, payroll, budget, personnel, document imaging, public web sites, geographical information system and many other business line systems. ISD consults with many Departments to find more cost effective ways of doing business and often provides business process reviews, cost analysis, and overall recommendations in the acquisition and integration of new systems.

### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	1,453,497	1,447,618	1,455,118	-
Departmental Revenue	241,792	245,320	252,820	-
Local Cost	1,211,705	1,202,298	1,202,298	-
Budgeted Staffing		14.0		-

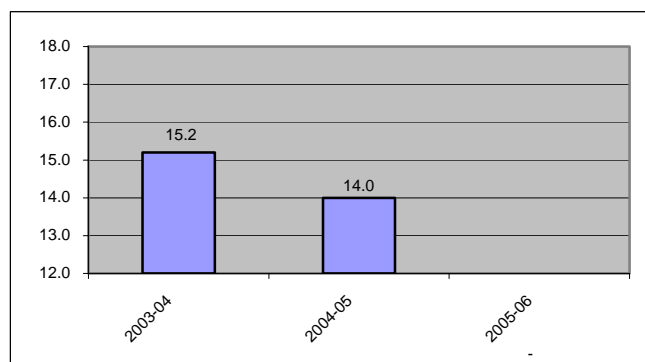
#### Workload Indicators

ET Major Projects	3	6	2	-
GIS Application Projects	14	22	4	-
GIS Mapping Projects	361	320	257	-
Street Network Segments	133,703	157,000	157,000	-
Parcel Basemap-Parcels	465,094	745,000	748,000	-

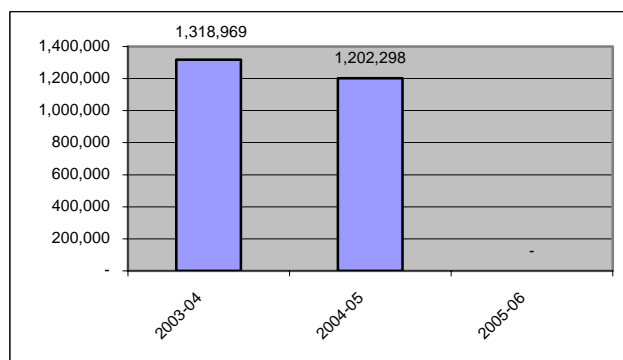
In 2004-05 estimated costs are more than budget due to higher payroll indemnification salary expenses and employee step advances, which is offset slightly by reduced telephone and general office supply costs. Increase in departmental revenue results from higher street network subscriptions and increases in map sale productions.

This budget unit is being combined with Application Development beginning with fiscal year 2005-06. Department will use org code budgeting to distinguish between budgets for Application Development and Geographic Information System (GIS).

**2005-06 STAFFING TREND CHART**



**2005-06 LOCAL COST TREND CHART**



GROUP: Administrative/Executive  
DEPARTMENT: ISD-Emerging Technology  
FUND: General

BUDGET UNIT: AAA ETD  
FUNCTION: General  
ACTIVITY: Other

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	1,204,163	1,193,715	-	-	1,193,715	(1,193,715)	-
Services and Supplies	133,084	136,032	-	-	136,032	(136,032)	-
Central Computer	25,225	25,225	-	-	25,225	(25,225)	-
Transfers	92,646	92,646	-	-	92,646	(92,646)	-
Total Appropriation	1,455,118	1,447,618	-	-	1,447,618	(1,447,618)	-
<b>Departmental Revenue</b>							
Current Services	252,820	245,320	-	-	245,320	(245,320)	-
Total Revenue	252,820	245,320	-	-	245,320	(245,320)	-
Local Cost	1,202,298	1,202,298	-	-	1,202,298	(1,202,298)	-
Budgeted Staffing		14.0	-	-	14.0	(14.0)	-

DEPARTMENT: ISD-Emerging Technology  
FUND: General  
BUDGET UNIT: AAA ETD

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Reorganization of Emerging Technology	(14.0)	(1,447,618)	(245,320)	(1,202,298)
Reorganization to consolidate Emerging Technology (AAA-ETD) and Application Development (AAA-SDD) into a single departmental general fund budget unit. ISD proposes to use org code budgeting to account for both of these General Fund activities. This will simplify our General Fund budgeting and monitoring of expenditures and revenues.				
<b>Total</b>	<b>(14.0)</b>	<b>(1,447,618)</b>	<b>(245,320)</b>	<b>(1,202,298)</b>





## Computer Operations

### DESCRIPTION OF MAJOR SERVICES

The Computer Operations Division works to provide Enterprise Data Center Services and part of the county's communications services. The division is comprised of five sections: Technology Production Control, Integrated Document Management, Wide Area Network, Local Area Network and Systems Support Services. The division supports county departments on a 24/7 basis.

Technology Operations Production Control Services is tasked with the administration and support of the county's enterprise servers, departmental mid-range computers, and over 160 client server computer systems. The section is responsible for maintaining a stabilized environment for the enterprise data center, cross system platform automation, report distribution and disaster recovery.

The Integrated Document Management Section operates the integrated document management, document conversion, data entry and microfilm for the county. The Systems Support Section centralizes and physically consolidates the infrastructure and administration to support the efficient management of countywide servers.

The Wide Area Network (WAN) section provides the communications infrastructure for interconnecting all county departments and provides support for approximately 18,000 users.

The Computer Operations budget unit is an Internal Service Fund (ISF). As an ISF net assets available at the end of a fiscal year is carried over to the next fiscal year and are used as working capital and for replacement of fixed assets. Any excess or shortage is incorporated into the rates structure.

### BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	19,490,505	21,039,905	20,171,130	19,646,679
Departmental Revenue	15,591,310	18,288,930	18,278,551	19,646,679
Revenue Over/(Under) Expense	(3,899,195)	(2,750,975)	(1,892,579)	-
Budgeted Staffing		127.4		126.9
Fixed Assets	413,665	1,311,709	1,287,475	1,448,738
Unrestricted Net Assets Available at Year End	6,944,963		2,687,328	
<b>Workload Indicators</b>				
CPU Hours Processed	19,124	17,010	16,364	17,000
EMACS Warrants Processed	493,165	501,697	510,257	505,000
WAN Connections	366	368	367	360
EMAIL Accounts	14,295	13,430	14,195	14,000
TPS Billable Hours	2,761	4,600	3,035	3,100
LAN Billable Hours	10,084	16,800	11,086	11,200
HELP DESK Service Incidents	76,168	92,773	96,543	105,121

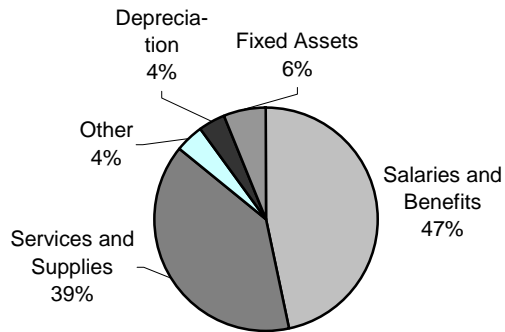
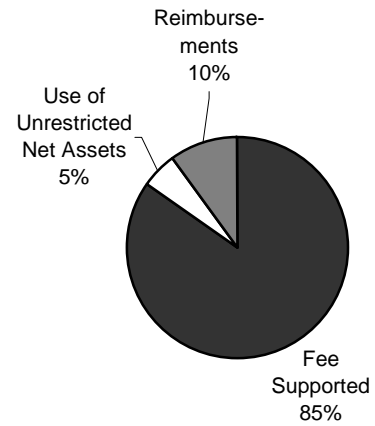
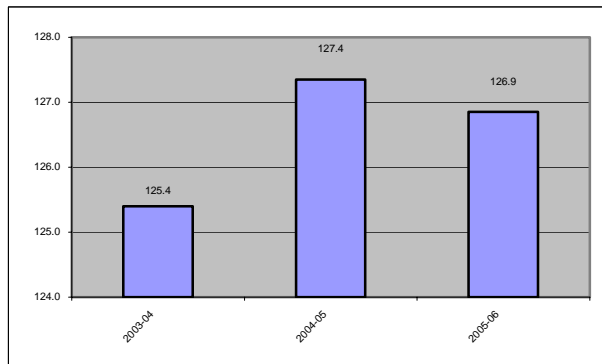
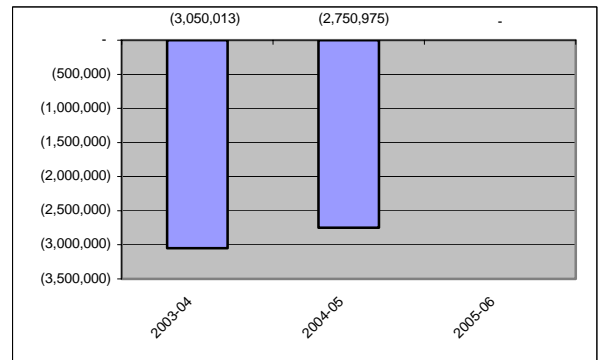
In 2004-05 estimated costs are less than budget due to vacant position salary savings and reduced expenditures for software, equipment purchases, general maintenance and depreciation expense due to reduced fixed asset purchases. Departmental revenue is less than budget due to a reduction in data entry keypunch services and decrease in desktop PC support services. Other Notable changes is the loan of \$1,000,000 from the unrestricted net assets to the Special Project Fund for start up costs for the 800 MHz Radio Communications System Channel Rebanding Project. Nextel Communications Inc will reimburse all costs related to the 800 MHz project.

The proposed decrease in 2005-06 expenditures is primarily related to the cancellation of the data entry keypunch services contract and the reduction of contract requirements for the Parcel Basemap project. The parcel basemap project is nearing completion and the full year funding is no longer needed for fiscal year 2005-06.

The revenue adjustments in 2005-06 are primarily due to the reduction in Desktop LAN support, the cancellation for the data entry keypunch contract and the loss of revenue related to two Automated System Analyst I supported positions which was transferred to the Board of Supervisors budget. This decrease in revenue is offset by the increase in other financing sources due to the use of unrestricted net assets for the expenditures of the parcel basemap project and estimated MOU salary cost.





**2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY****2005-06 BREAKDOWN BY FINANCING SOURCE****2005-06 STAFFING TREND CHART****2005-06 REVENUE OVER/(UNDER) CHART**

GROUP: Administrative/Executive  
 DEPARTMENT: Information Services Department  
 FUND: Computer Operations

BUDGET UNIT: IAJ ALL  
 FUNCTION: General  
 ACTIVITY: Other

ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	9,409,926	10,061,110	616,330	430,082	11,107,522	(269,187)	10,838,335
Services and Supplies	11,147,563	11,266,594	671,504	-	11,938,098	(2,791,589)	9,146,509
Other Charges	3,274	1,834	-	-	1,834	(1,721)	113
Transfers	669,463	669,463	-	-	669,463	301,776	971,239
Total Exp Authority	21,230,226	21,999,001	1,287,834	430,082	23,716,917	(2,760,721)	20,956,196
Reimbursements	(1,608,096)	(1,608,096)	-	(102,812)	(1,710,908)	(473,193)	(2,184,101)
Total Appropriation	19,622,130	20,390,905	1,287,834	327,270	22,006,009	(3,233,914)	18,772,095
Depreciation	549,000	649,000	-	-	649,000	225,584	874,584
Total Requirements	20,171,130	21,039,905	1,287,834	327,270	22,655,009	(3,008,330)	19,646,679
<b>Departmental Revenue</b>							
Current Services	17,973,539	18,288,930	795,786	327,270	19,411,986	(913,565)	18,498,421
Other Revenue	(149,116)	-	-	-	-	-	-
Other Financing Sources	454,128	-	-	-	-	1,148,258	1,148,258
Total Revenue	18,278,551	18,288,930	795,786	327,270	19,411,986	234,693	19,646,679
Rev Over/(Under) Exp	(1,892,579)	(2,750,975)	(492,048)	-	(3,243,023)	3,243,023	-
Budgeted Staffing		127.4	-	4.0	131.4	(4.5)	126.9
<b>Fixed Asset</b>							
Equipment	1,155,582	1,230,582	-	-	1,230,582	192,634	1,423,216
L/P Equipment	131,893	81,127	-	-	81,127	(55,605)	25,522
Total Fixed Assets	1,287,475	1,311,709	-	-	1,311,709	137,029	1,448,738

In 2005-06 the department will incur increased costs in retirement, workers compensation, COWCAP charges, and inflationary services and supplies purchases. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These costs are reflected in the Cost to Maintain Current Program Services column.

The Board approved 4.0 positions mid-year to provide additional support to departments and to cover workload increases. These costs are reflected in the Board Approved Adjustments column.

The Department Recommended Funded Adjustment column contains a decrease in salaries and benefits, due to the deletion of 3.0 Clerk II positions due to the cancelled data entry service contract. In addition, 2.0 Automated System Analyst I positions are being transferred to the Board of Supervisors budget to support automated computer systems and processes for the county government center, which is offset by an increase of .5 due to a higher usage in overtime.

The reduction in services and supplies is primarily related to the cancellation of the data entry service contract and the reduction of support for the Parcel Basemap project, which is nearing completion.

The decrease in current services revenue is primarily due to the reduction in Desktop LAN support, the cancellation for the data entry keypunch contract and the transfer of the two revenue supported Automated System Analyst I positions.

Other notable changes include the use of other financing sources to finance the expenditures of the parcel basemap project and estimated MOU salary cost.



DEPARTMENT: Information Services Department  
 FUND: Computer Operations  
 BUDGET UNIT: IAJ ALL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Salaries & Benefits 3.0 Clerk II positions are deleted due to the anticipated decreased workload in printing and support of cancelled data entry contract services. Increase of (.5) due to a higher usage of overtime. Two Automated Systems Analyst I positions are being transferred to the Board of Supervisors (BOS) budget to support the automated computer systems and processes at the County Government Center.	(4.5)	(269,187)	-	269,187
2. Services & Supplies Services and Supply expenditure budget decreased overall by \$2,791,589. This results from a combination of increases and decreases. • Increases include \$28,191 for inflation and higher consumption of general computer supplies for paper, tapes, etc. • Increase of \$389,848 for equipment lease cost for the county's new replacement mainframe computer system. • Decreases of \$470,332 in equipment maintenance due to replacement of county's mainframe computer system with a lease system that includes Maintenance. • Software license cost reduction of \$142,929 due to replacing month-to-month IBM products license with a 3-year Enterprise License Agreement. • Decrease of \$43,200 for non-reoccurring non-fixed asset equipment purchases. • A decrease of \$66,961 for off-site storage requirements. • Reduction in risk management charges of \$27,924 for property and liability insurance. • Reduction in general office expenses of \$58,694 for building repair cost and Mail services. • A reduction of \$15,577 in telephone services for add/moves and changes. • A reduction of \$5,600 in rates for vehicle maintenance. • Professional services reduction of \$2,198,403 due to a cancellation of a contract for data entry keypunch services and the reduction of contract requirements for the Parcel Basemap project, which is nearing completion. • System Development reduction of \$180,008 due to completion of one-time projects and the reduction in programming service requirements.	-	(2,791,589)	-	2,791,589
3. Other Charges Decrease interest expense due to fully paid lease-purchased loans.	-	(1,721)	-	1,721
4. Transfers Increase salary and service and supply cost of Administrative/Fiscal staff and inclusion of IS Security Officer in the overhead allocation to operating units within ISD.	-	301,776	-	(301,776)
5. Reimbursements Increased reimbursements resulting from the allocation of higher costs in administration/fiscal salary and services cost changes.	-	(473,193)	-	473,193
6. Depreciation Increased to reflect projected depreciation for replacement server and WAN network equipment purchases.	-	225,584	-	(225,584)
7. Revenue Overall operating revenues decreased by \$913,565. This results from a combination of changes in the following service areas. • Increase of \$359,720 in Integrated Data Management consulting and scanning services, FileNet maintenance for the departments, direct technical support, microfiche & film charges and JNET equipment charges. • An increase of \$84,725 in Distributed Data Processing Equipment rental, Remote VPN Dial-in services and Outside Agencies revenue. • Decrease resulting from the cancellation of Inland Executive data entry keypunch contract for \$610,000. • Reduction in Desktop LAN support services of \$237,819 due to reduced staffing. • Reduction of \$57,475 due to support requirements for SNA 3270 Network. • Reclassification of revenue to 5011 inter-fund reimbursement for the Business Application Manager (BAM) position of \$197,902 and decrease of \$254,814 for two revenue supported Automated System Analyst I positions transferred to the BOS budget to support automated business systems and processes in the government center.	-	-	(913,565)	(913,565)
8. Other Financing Sources Use of ISF unrestricted net assets to finance operating expenditures consisting of Parcel Base Map for \$722,000 and \$426,258 for estimated MOU salary cost increases not included in the ISF service rate for 2005-06.	-	-	1,148,258	1,148,258
<b>Total</b>	<b>(4.5)</b>	<b>(3,008,330)</b>	<b>234,693</b>	<b>3,243,023</b>

## DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

Brief Description of Change	Appropriation
1. Fixed Assets Beside on-going hardware replacements, Computer Operations plans to purchase Tape Drives, Servers, additional Storage, Ficon Port, and a Back-up Generator.	192,634
2. Fixed Asset Lease-Purchases The decrease reflects loans that were fully paid in fiscal year 2004-05.	(55,605)
<b>Total</b>	<b>137,029</b>



## Network Services

### DESCRIPTION OF MAJOR SERVICES

Information Services' Network Services Division provides communication and infrastructure services to the county. The division provides for the design, operation, maintenance and administration of the largest county operated telecommunications phone network in the country with approximately 20,000 telephones in service, the county's Regional Public Safety Radio system that integrates all countywide police, sheriff, and fire radio dispatch capabilities, the paging system consisting of over 7,000 pagers and the county's microwave transport network consisting of 64 separate sites.

The Network Services budget unit is an Internal Service Fund (ISF). As an ISF any unrestricted net assets available at the end of a fiscal year are carried over to the next fiscal year and are used as working capital and for replacement of fixed assets. Any excess or shortage is incorporated into the rates structure.

### BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	14,608,634	16,379,146	14,987,066	16,914,019
Departmental Revenue	17,448,781	16,379,146	16,384,717	16,914,019
Revenue Over/(Under) Expense	2,840,147	-	1,397,651	-
Budgeted Staffing		93.0		93.0
Fixed Assets	912,288	2,106,886	1,165,353	1,855,407
Unrestricted Net Assets Available at Year End	2,121,987		4,252,913	

#### Workload Indicators

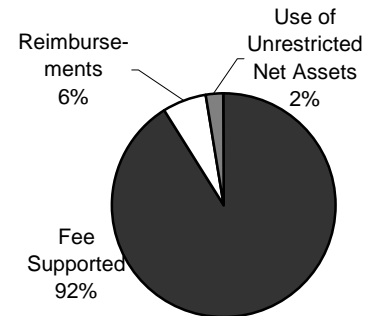
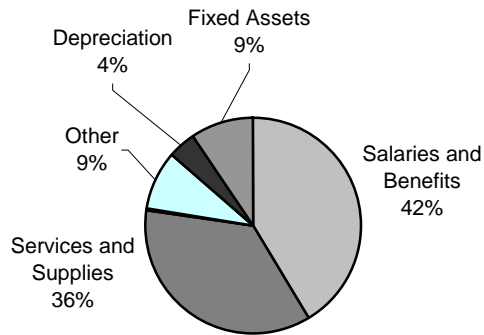
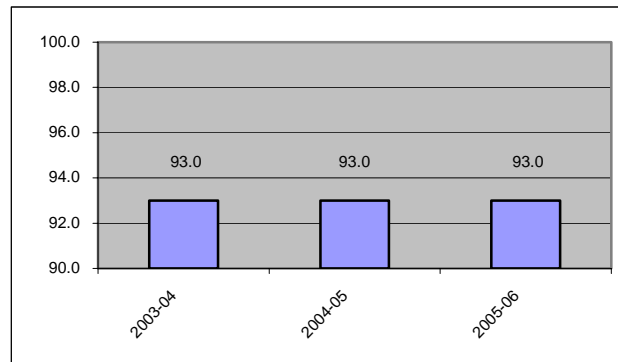
Service Calls	19,667	19,500	19,500	20,000
Radios	9,397	9,500	9,500	9,500
Telephones	19,398	19,500	19,500	19,500
Circuits	1,183	1,200	1,200	1,200

In 2004-05 estimated costs are less than budget due to vacant position salary savings and reduced expenditures for vehicle maintenance and rental charges, and decreases in fixed and non-fixed asset equipment purchases. Departmental revenue is more than budget due to an increase in outside county service contracts for radios, pagers and Wide Area Network Access, which was offset by lower telephone long distance usage and reduced services telephone parts sales and electronic maintenance. Other notable changes is the loan of \$1,000,000 from the unrestricted net assets to the Special Project Fund for start up costs for the 800 MHz Radio Communications System Channel Rebanding Project. Nextel Communications Inc will reimburse all costs related to the 800 MHz project.

Proposed increase in 2005-06 expenditures is primarily related to the communications repair parts required to maintain Network Services communication systems; systems development charges due to the replacement of Job Control Number (JCN) billing system; and other professional and specialized services. These costs were offset by a decrease in vehicle rental and maintenance charges based on lower rates and the decreased usage of inter-office mail delivery charges from purchases and other reductions in services and supply costs.

The increase in revenue in 2005-06 is primarily due to an increase in other financing sources to fund estimated MOU salary cost; an increase in outside county maintenance service contracts for electronic maintenance of communication systems and radios; telephone services due to dailtone rate increase approved by the Board on March 1, 2005. These costs are offset by the reduction in the 800 Megahertz (MHz) electronic maintenance and telegraph revenues and reduction in long distance service.



**2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY****2005-06 BREAKDOWN BY FINANCING SOURCE****2005-06 STAFFING TREND CHART**

There is no revenue over/(under) bar graph since this budget unit has been zero for the past three years.



GROUP: Administrative/Executive  
DEPARTMENT: Information Services  
FUND: Network Services

BUDGET UNIT: IAM ALL  
FUNCTION: General  
ACTIVITY: Telephone & Radio Services

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	6,671,284	7,599,115	697,884	4,119	8,301,118	(53,877)	8,247,241
Services and Supplies	6,706,366	7,098,645	(138,778)	-	6,959,867	179,676	7,139,543
Central Computer	53,533	53,533	2,279	-	55,812	-	55,812
Other Charges	8,853	32,345	-	-	32,345	(26,301)	6,044
Transfers	1,715,317	1,715,317	-	-	1,715,317	40,868	1,756,185
Total Exp Authority	15,155,353	16,498,955	561,385	4,119	17,064,459	140,366	17,204,825
Reimbursements	(1,233,251)	(1,233,251)	-	-	(1,233,251)	65,225	(1,168,026)
Total Appropriation	13,922,102	15,265,704	561,385	4,119	15,831,208	205,591	16,036,799
Depreciation	1,064,964	1,113,442	-	-	1,113,442	(236,222)	877,220
Total Requirements	14,987,066	16,379,146	561,385	4,119	16,944,650	(30,631)	16,914,019
<b>Departmental Revenue</b>							
Fines and Forfeitures	1,455	-	-	-	-	-	-
Use Of Money and Prop	114	114	-	-	114	36	150
Current Services	16,375,464	16,379,032	-	-	16,379,032	104,081	16,483,113
Other Revenue	1,543	-	-	-	-	-	-
Other Financing Sources	6,141	-	-	-	-	430,756	430,756
Total Revenue	16,384,717	16,379,146	-	-	16,379,146	534,873	16,914,019
Rev Over/(Under) Exp	1,397,651	-	(561,385)	(4,119)	(565,504)	565,504	-
Budgeted Staffing		93.0	-	-	93.0	-	93.0
<b>Fixed Asset</b>							
Equipment	800,000	1,600,000	-	-	1,600,000	-	1,600,000
L/P Equipment	365,353	506,886	-	-	506,886	(251,479)	255,407
Total Fixed Assets	1,165,353	2,106,886	-	-	2,106,886	(251,479)	1,855,407

In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases and will incur decreased cost in COWCAP charges. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These costs are reflected in the Cost to Maintain Current Program Services column.

The Board approved the reclassification of a Communication Technician II to a Communication Technician III to provide more supervision while out in the field. This cost is reflected in the Board Approved Adjustments column.

The Department Funded Adjustments column contains an increase in appropriation primarily related to the communications repair parts required to maintain Network Services communication systems; systems development charges due to the replacement of JCN billing system; and other professional and specialized services. These costs were offset by a decrease in vehicle rental and maintenance charges based on lower rates and the decreased usage of inter-office mail delivery charges from purchases and other reductions in services and supply costs.

The increase in revenue in 2005-06 is primarily due to an increase in other financing sources to fund estimated MOU salary costs; an increase in outside county maintenance service contracts for electronic maintenance of communication systems and radios; telephone services due to dailtone rate increase approved by the Board on March 1, 2005. These costs are offset by the reduction in the 800 MHz electronic maintenance and telegraph revenues and reduction in long distance service.



DEPARTMENT: Information Services  
 FUND: Network Services  
 BUDGET UNIT: IAM ALL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1. Salary & Benefits Expenditure projection reduced to reflect current usage trend in overtime, on-call and stand-by.		(53,877)	-	53,877
2. Services & Supplies · Increase of \$223,118 in expenditures for communication repair parts required to maintain Network Services communication systems infrastructure. · Increase of \$152,190 in systems development charges due to the replacement of JCN billing system and other professional and specialized services expenditures are increased based on current professional support of telephone and network systems requirements. · Increase of \$35,549 for rents and leases of microwave sites for recently negotiated leases and miscellaneous equipment rental including office copiers. · Decrease of \$235,770 in vehicle rental and maintenance charges resulting from lower rates and usage. · Increase of \$96,280 in equipment and building maintenance services due to general maintenance increases for equipment and building repair. · Decrease of \$32,226 in Risk Management charges for general liability and property insurance coverage. · Decrease of \$25,919 in one-time purchases of non-fixed asset equipment and small tools. · Decrease of \$9,229 in consumable office supplies and specialized services and increased employee training. · Decrease of \$24,317 in usage of inter-office mail delivery from Purchasing.	-	179,676	-	(179,676)
3. Other Charges Multiple lease-purchase loans were fully paid in fiscal year 2004-05 resulting in a decrease in ongoing interest expense.	-	(26,301)	-	26,301
5. Transfers Increase is due to an increase in centrally funded administration and fiscal support staff salaries and benefits.	-	40,868	-	(40,868)
6. Reimbursements Decrease to show reduction in employees for which costs are reimbursed.		65,225	-	(65,225)
4. Depreciation Equipment depreciation expense reduced to reflect fixed assets being fully depreciated.	-	(236,222)	-	236,222
7. Revenue · Revenue increase of \$337,216 due to projected increase in outside county maintenance service contracts for electronic maintenance of communication systems and radios. · Increase of \$94,004 in telephone services revenues due to dailtone rate increased approved by the Board of Supervisors on March 1, 2005. · Projected service increase of \$24,307 in dispatch console maintenance, 800MHz radio and pager access. · Anticipated decreases of \$312,747 in 800 MHz electronic maintenance and telegraph revenues. · A long distance usage reduction of \$38,699 due to a projected reduction in these services. · Projected increase of \$36 in sale of county telephone directories. · The use of \$430,756 in operating reserves to fund operating costs not included in rate adjustment for 2005-06 MOU, retirement and workers compensation and related costs.	-	-	534,873	534,873
<b>Total</b>	-	(30,631)	534,873	565,504

## DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

Brief Description of Change	Appropriation
1. Fixed Assets lease Purchases Numerous lease-purchase loans were fully paid in fiscal year 2004-05 resulting in a decrease in ongoing principal payments.	(251,479)



## HEALTH CARE COSTS

### MISSION STATEMENT

To develop and coordinate budgets, policies and procedures for the county's health care departments in accordance with the strategic goals adopted by the Board of Supervisors, the County Charter, and general laws.

### DESCRIPTION OF MAJOR SERVICES

The role of the Health Care Services Division is to seek and support opportunities to foster collaboration among the Public Health Department, Department of Behavioral Health (DBH) and the Arrowhead Regional Medical Center (ARMC). The division provides regular fiscal and policy analysis relating to the operations of these departments. The division also reviews and analyzes all agenda items submitted for Board of Supervisors approval as well as all budget submittals and reports relating to San Bernardino County's health care programs. Additionally, this division manages the \$156.4 million Health Care Costs budget, which includes funding for ARMC debt service, health related maintenance of effort costs, and transfers required to obtain federal health care funding.

This budget unit represents the costs of health care related programs for the county general fund. Health care related transactions represented by this budget unit include the Disproportionate Share Hospital (DSH) Supplemental Payments Programs (SB 855, SB 1255, and Graduate Medical Education (GME)), Realignment "AB 8" match, and the county's contribution for ARMC debt service payments. Summary information regarding key components of this budget unit appears below.

#### **Disproportionate Share Hospital Programs**

The DSH programs were established to provide supplemental Medi-Cal payments to hospitals that provide services to disproportionate numbers of Medi-Cal and other low-income patients. These programs assist safety net hospitals in meeting the uncompensated costs associated with providing medical services to uninsured and underinsured patients. These programs are mechanisms for distributing federal health care funds. The programs require the county to transfer general fund dollars (shown in this budget unit as other charges) to the state. Through a matching process, the county receives back its initial contribution, which is recorded in this budget unit as current services revenue. In addition to the return of the initial contribution, the county receives federal health dollars which are accounted for in the ARMC budget. The level of the County's contribution is set during the year by the state. As a result, the amounts only represent estimates of the funds needed at the time the budget is prepared. In a similar fashion, the ARMC budget cannot fully reflect the amount of federal health dollars received via DSH programs until the county is notified of the matching amounts during the course of the fiscal year. The DSH program comprises two elements:

- The SB 855 program provides supplemental payments to hospitals that serve a disproportionate number of low-income individuals. Public entities are required to transfer funds to the State Department of Health Services by an intergovernmental transfer. These funds are matched with federal funds and redistributed as supplemental payments to all eligible hospitals including non-public hospitals. A hospital may receive DSH payments if its Medi-Cal utilization rate exceeds an established threshold or it uses a designated percentage of its revenues to provide health care to Medi-Cal and uninsured patients.
- The SB 1255 program supplements eligible hospitals that are licensed to provide emergency medical services and contract with the California Medical Assistance Commission (CMAC) to serve Medi-Cal patients under the Selective Provider Contracting Program. Intergovernmental transfers are also made. These funds are combined with matching federal funds and redistributed by CMAC as supplemental payments to hospitals demonstrating a need for additional funds. CMAC ultimately determines the amount received by each participating hospital.
  - The GME program is part of the SB 1255 program and it provides supplemental payments to DSH hospitals that are also a teaching facility/institute. Payments are determined solely by CMAC and the amount can vary from year to year. Similar to other SB 1255 revenues, the amount actually received is determined by the state during the course of the fiscal year.





It is important to note that the state and the federal governments are currently considering other funding mechanisms that could eliminate the DSH programs. Since no changes have been approved, this budget assumes that the current funding system will be in place during 2005-06.

### **Realignment and General Fund Support**

General fund support and realignment funds are used to pay for the ARMC debt service lease payments, Realignment "AB 8" match and administrative costs related to this budget unit. Note: Specific details regarding the financing sources, which are used to cover the county's \$53.5 million annual debt service obligation for the ARMC facility, are provided in the ARMC Lease Payments (EMD JPL) section of the Proposed Budget.

To qualify for receipt of Health Realignment funding from the state, the county must contribute a "match" of local funds. The matching amount is based on a formula, established through AB 8 in 1979, through which the state provided funding to preserve critical health programs in the aftermath of Proposition 13. When the Realignment program was created in 1991, funding allocations were based on the historical AB 8 formula, and local match requirements remained. The county's match requirement for 2005-06 is \$4.3 million; this amount remains constant each year per the historical formula. The Realignment match funded in the Health Care Costs budget meets the county's full obligation to receive Health Realignment dollars, which support the Public Health Department and Arrowhead Regional Medical Center. For 2005-06, the county anticipates receipt of approximately \$60.3 million in Health Realignment funding. Important note: The local match requirement for receipt of Mental Health Realignment funding is reflected in the operating budget for the Department of Behavioral Health.

Realignment funds support this budget as follows:

- Mental Health at 2.5% (which covers half of administrative costs).
- Health at 97.5% (which covers half of administrative costs plus debt service payments).

The amounts listed as "Operating Transfers Out" represent the county's net debt service obligation for the payment of the Arrowhead Regional Medical Center facility (\$21.5 million) and the required Realignment "AB 8" match (\$4.3 million) which must by law be transferred into trust before Realignment monies can be directed toward health programs.

### **BUDGET AND WORKLOAD HISTORY**

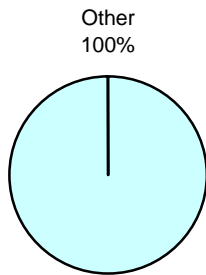
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	135,996,594	135,812,669	147,061,214	156,463,745
Departmental Revenue	120,996,594	120,812,669	132,061,214	141,463,745
Local Cost	15,000,000	15,000,000	15,000,000	15,000,000
Budgeted Staffing		4.0		4.0

The variance between estimated and budgeted appropriation and revenues of \$11.3 million occurred in the following areas:

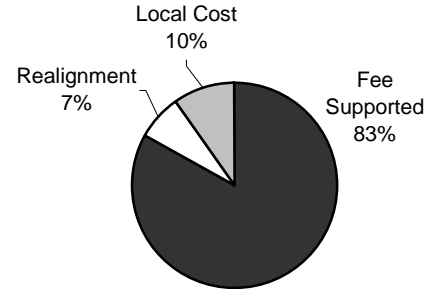
1. Lower than anticipated salaries and benefits and services and supplies (-\$0.4 million) due to unexpected vacancies thus reducing realignment usage,
2. Higher than anticipated other charges (\$5.0 million) as the county's requirement to transfer funds to participate in the Disproportionate Share Hospital programs is not determined until later in the fiscal year. Since these expenses are fully offset by an equivalent amount of revenue (recorded as current services), any variance has no impact on local cost.
3. Higher than anticipated operating transfers out and realignment as a result of a lower reimbursement rate from the state for SB 1732. The reduction in state reimbursements' is due to a decrease in ARMC's Medi-Cal Utilization rate. This rate is calculated on an annual basis by the state and it fluctuates up or down based on the number of ARMC's paid Medi-Cal inpatient days compared to other public hospitals in the State of California. As a result of this \$6.7 million adjustment, more transfers from realignment were needed to cover the Medical Center's Lease Payments. The Medi-Cal Utilization rate is not determined until the end of the fiscal year. Consequently, an annual adjustment to operating transfers out and realignment is necessary.



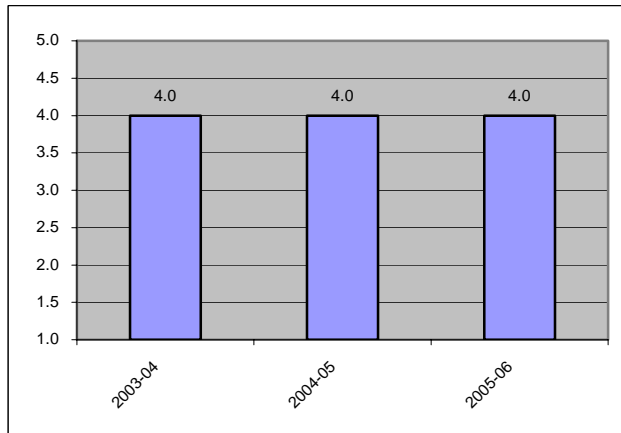
## 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



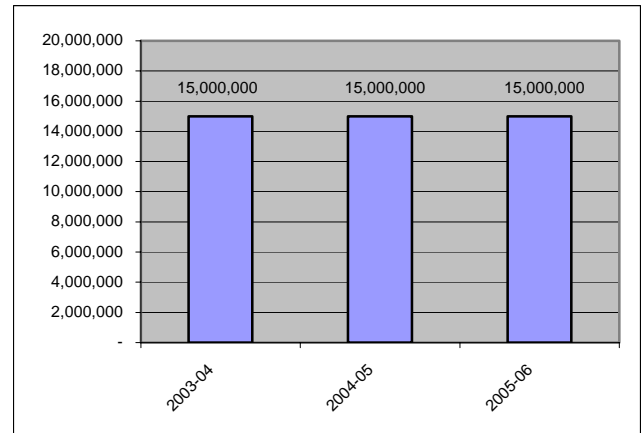
## 2005-06 BREAKDOWN BY FINANCING SOURCE



2005-06 STAFFING TREND CHART



2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Health Care Costs  
FUND: General

BUDGET UNIT: AAA HCC  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	118,710	472,585	26,835	-	499,420	(27,662)	471,758
Services and Supplies	35,082	85,302	839	-	86,141	-	86,141
Central Computer	710	710	1,811	-	2,521	-	2,521
Other Charges	115,000,000	110,000,000	-	-	110,000,000	20,000,000	130,000,000
Transfers	81,104	87,920	-	-	87,920	20,888	108,808
Total Appropriation	115,235,606	110,646,517	29,485	-	110,676,002	19,993,226	130,669,228
Operating Transfers Out	31,825,608	25,166,152	-	-	25,166,152	628,365	25,794,517
Total Requirements	147,061,214	135,812,669	29,485	-	135,842,154	20,621,591	156,463,745
<b>Departmental Revenue</b>							
Realignment	17,061,214	10,812,669	29,485	-	10,842,154	621,591	11,463,745
Current Services	115,000,000	110,000,000	-	-	110,000,000	20,000,000	130,000,000
Total Revenue	132,061,214	120,812,669	29,485	-	120,842,154	20,621,591	141,463,745
Local Cost	15,000,000	15,000,000	-	-	15,000,000	-	15,000,000
Budgeted Staffing		4.0	-	-	4.0	-	4.0



In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These increased costs are reflected in the Cost to Maintain Current Program Services column.

Department recommended changes include: 1) a \$20.0 million increase in other charges with a corresponding revenue offset in current services to fulfill the county's obligations under the SB 855 and SB 1255 programs; and 2) a 0.6 million increase in operating transfers out and realignment due to an increase in ARMC's debt service payments.

**DEPARTMENT:** Health Care Costs  
**FUND:** General  
**BUDGET UNIT:** AAA HCC

**SCHEDULE A**

**DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS**

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Decrease in Salaries and Benefits. Decreased costs due to turnover and anticipating to hire at a lower step. Changes also include deleting an Executive Secretary II and adding an Executive Secretary III as the Health Departments are now directly under the County Administrative Office.		(27,662)	-	(27,662)
2. Increase in Other Charges and Current Services. Required intergovernmental transfers to the state for SB 855 and SB 1255 programs have been increasing during the past years. The amount requested represents the estimated increase needed to fulfill the county's obligation under these programs.		20,000,000	20,000,000	-
3. Increase in Transfers Out. - Eliminate transfer of \$7,000 to Human Services System (HSS) for administrative support that is no longer needed due to the reorganization. - Eliminate transfer of \$80,156 to the County Administrative Office for budget and administrative support that is no longer needed. - EHAP charges increased by \$44. - Increase transfers by \$108,000 to the Legislative budget unit due to additional legislative support provided to the Health Departments.		20,888	-	20,888
4. Increase in Operating Transfers Out. This increase is related to the increase in Arrowhead Regional Medical Center's debt service payments.		685,160	-	685,160
5. Increase in Realignment. Overall, realignment increased due to the increased in ARMC lease payments and increase in transfers for legislative support partially offset by decreases in salary and benefits.		-	678,386	(678,386)
<b>Total</b>	-	20,678,386	20,678,386	-



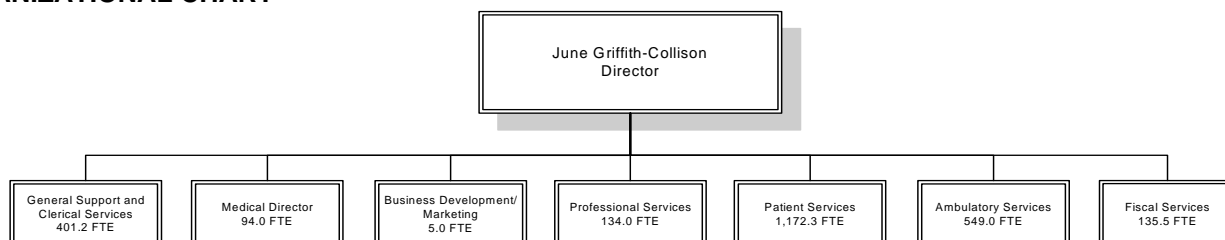
## ARROWHEAD REGIONAL MEDICAL CENTER

### June Griffith-Collison

#### MISSION STATEMENT

To provide quality healthcare to the community.

#### ORGANIZATIONAL CHART



#### SUMMARY OF BUDGET UNITS

	2005-06				
	Appropriation	Revenue	Fund Balance	Revenue Over/ (Under) Exp	Staffing
Arrowhead Regional Medical Center	329,365,410	325,051,691		(4,313,719)	2,491.0
Tobacco Tax Funds	1,713,757	1,709,360	4,397		-
<b>TOTAL</b>	<b>331,079,167</b>	<b>326,761,051</b>	<b>4,397</b>	<b>(4,313,719)</b>	<b>2,491.0</b>

## Arrowhead Regional Medical Center

#### DESCRIPTION OF MAJOR SERVICES

Arrowhead Regional Medical Center (ARMC) is a state-of-the-art facility that offers the latest in patient care by providing a full range of services, which include inpatient and outpatient services, three family health centers, Department of Behavioral Health's inpatient activities and other specialized services.

##### Inpatient care service lines include:

- Inland Counties Regional Burn Center, which provides total care of burn patients of all ages and serves the counties of San Bernardino, Riverside, Inyo and Mono
- Labor and Delivery/Maternity, which provides monitoring of labor and care during child birth and postpartum
- Epilepsy Monitoring Unit, which provides the mechanism to wean non-epileptic patients off anticonvulsive drugs (ACD) and assists in establishing accurate diagnosis for seizure patients
- Medical Intensive Care Unit (MICU), which provides critical care for medical patients requiring continuous assessments and observation
- Medical, Surgical, Oncology, Geriatric, Orthopedics, Medical/Surgical/Telemetry/Renal Transplant, which provides patient care, nursing assessment and observation of adult medical/surgery patients and kidney transplant patients
- Neonatal Intensive Care Unit (NICU), which provides care for newborns requiring continuous assessments and observation
- Nursery, which is a full service nursery for newborns
- Pediatrics, which provides patient care, nursing assessment and observation to pediatric patients
- Surgical Intensive Care Unit (SICU), which provides critical care for surgical patients requiring continuous assessments and observation
- Transplant services, which includes actual transplant surgery as well as patient evaluation, follow-up contact with patients after transplants, diagnostic planning and case management
- Dialysis Program, which provides pre- and post-workup treatments, education and transplant evaluation work up for dialysis patients



**Outpatient care service lines include:**

- Outpatient Care Specialties, which provides a wide range of specialty services such as:
  - Family and Elder Care Community Services, which provide preventive health maintenance and primary care for all age
  - Internal Medicine Services, which include Cardiology, Allergy, Nephrology, Endocrinology, Gastroenterology, Hematology, Dermatology, Neurology, Rheumatology, and numerous other subspecialties
  - Surgical Services, which consist of a variety of general to specialized surgical services for the care of our patients
  - Orthopedic Services, which provide services for diagnosis and treatment of diseases and abnormalities of the musculoskeletal system
  - Rehabilitation Medicine Services, which provide care for State disability evaluation, spinal cord injuries, amputees, as well as other rehabilitative services
  - Pediatric Services, which provide a variety of comprehensive services and offers well-child visits, high risk follow-up, sick child walk-in visits, as well as pediatric specialties
  - Women's Health Center, which offers excellent comprehensive pregnancy services from preconception counseling to postpartum care
- Family Health Centers (FHC's), which provide outpatient community health care in the form of three clinics called:
  - The Arrowhead McKee Family Health Center
  - The Arrowhead Westside Family Health Center
  - The Arrowhead Fontana Family Health
- Emergency Department, which provides full service trauma, acute and minor emergency care

**Other specialized services include:**

- Imaging Department (Radiology), which provides x-rays, bone density testing, mammography, stereo tactic breast biopsies, CT scan, MRI, ultrasound, nuclear medicine, diagnostic radiology, and radiation oncology
- Neurodiagnostics/EEG/EKG/EMG, which provides outpatient EEG, EKG and EMG testing as well as intra operative monitoring
- Laboratory, which provides routine lab tests, blood transfusion services and blood donor program, and diagnostic services including chemistry, hematology, bacteriology, toxicology, and pathology
- Pharmacy Services, which include mail order distribution to selected Arrowhead Family Health Centers
- Rehabilitation Services, which includes Physical Therapy/Occupational Therapy/Speech Therapy for trauma rehabilitation, brain injury rehabilitation, spinal column injury rehabilitation
- Respiratory Care/Cardiology Services/Sleep Apnea Lab, which provide complete cardiopulmonary care including pulmonary stress testing, arterial blood gas tests, continuous mechanical ventilator service, and other respiratory treatments
- Guest Services, which include gift shop, social services, pastoral care and cafeteria dining
- Home Health Services, which include rehabilitative care extended to Home Health Care
- Health Information Library
- Diabetes Education Program
- Wound Care Management, which includes Hyperbaric oxygen therapy for treatment of problem wounds

**Behavioral Health Services include:**

- Inpatient psychiatric treatment services for adults, which include evaluation, assessment and treatment by the interdisciplinary team of psychiatrists, clinical therapists, nurses and occupational therapists
- Medication, individual and group therapy and family education

Revenue resources for ARMC are comprised of the following: Disproportionate Share Hospital (DSH) Programs (SB 855, SB 1255, GME), third party payors, Medi-Cal and Medicare, AB 915, tobacco tax funds, current services, miscellaneous revenue, and Health Realignment. Summary information regarding key components of this budget unit appears below. The "Rev Over/(Under) Exp" amount shown above reflects the enterprise fund's depreciation requirement, and is not a shortfall to the budget. Equipment depreciation expense of approximately \$6.1 million is included as an operating expense; because funding is not required to offset this amount, a corresponding amount of revenue is not budgeted.

- The DSH programs were established to provide supplemental Medi-Cal payments to certain hospitals that provide services to disproportionate members of Medi-Cal and other low-income patients. These programs assist safety net hospitals in meeting the uncompensated costs associated with providing medical services to uninsured and underinsured patients. These programs are mechanisms for distributing federal health care funds. The programs require the county to transfer general fund dollars (reflected Health Care Costs (HCC) budget unit) to the state. Through a matching process, the county receives back its initial contribution, the county receives the federal health dollars which are accounted for in the ARMC budget in the state and federal category. The level of the county's contribution is set during the year by the state. As a result, the amounts in the HCC budget only represent estimates of the funds that will be needed to support the transfers, which take place during the coming fiscal year. In a similar fashion, this budget cannot fully reflect the amount of federal health dollars received via DSH programs until the county is notified of the matching amounts during the course of the fiscal year. The DSH program comprises two elements:
  - The SB 855 program provides supplemental payments to hospital that serve a disproportionate number of low-income individuals. Public entities are required to transfer funds to the State Department of Health Services by an intergovernmental transfer. These funds are matched with the federal funds and redistributed as supplemental payments to all eligible hospitals including non-public hospitals. A hospital may receive DSH payments if its Medi-Cal utilization rate exceeds an established threshold or it uses minimum percentage of its revenues to provide health care to Medi-Cal and uninsured patients. This accounts for approximately 9.42% of ARMC's net revenue.
  - SB 1255 program supplements eligible hospitals that are licensed to provide emergency medical services and contract with California Medical Assistance Commission (CMAC) to serve Medi-Cal patients under the Selective Provider Contracting Program. Intergovernmental transfers are also made. These funds are combined with matching federal funds and redistributed by CMAC as supplemental payments to hospitals demonstrating a need for additional funds. CMAC ultimately determines the amount received by each participating hospital. This accounts for 11.15% of ARMC's net revenue.
  - The GME program is part of the SB 1255 program and it provides supplemental payments to DSH hospitals that are also teaching facilities. Payments are determined solely by CMAC and the amount can vary from year to year. Similar to other SB 1255 revenues, the amount actually received is determined by the state during the course of the fiscal year. This accounts for approximately 1.23% of ARMC's net revenue.
- Centers for Medicare and Medicaid Services (CMS) approved California's Medicaid State Plan Amendment (SPA) implementing the provisions of AB 915 (Welfare and Institutions Code Section 14105.96, Statutes of 2002). AB 915 provides public hospitals with a Medicaid supplemental payment for unreimbursed Medi-Cal hospital outpatient fee-for-service expenses. This measure was implemented retroactively from July 1, 2002 and became effective in the 2003-04 year and each fiscal year, thereafter. The supplemental Medi-Cal payment is based on each hospital's certified public expenditures (CPE), which are matched with federal Medicaid payments. ARMC's claim for reimbursement is limited to the federal share of the unreimbursed Medi-Cal expenses that are certified. AB 915 revenue accounts for 4.23% of ARMC's net revenue.
- Medi-Cal fee for service is a state run insurance program that covers medical bills for low-income patients and accounts for 20.26% of ARMC's net revenue.
- Medi-Cal Managed Care is a program that is administered by Inland Empire Health Plan (IEHP) that covers medical costs for low-income patients under an HMO type structure and it accounts for 2.74% of ARMC's net revenue.
- Tobacco Tax funds are allocated by the state to partially reimbursed hospitals for uncompensated medical care and they account for 0.45% of ARMC's net revenue.
- In November 1998, Proposition 10 was passed by California voters and became the Children and Families Act of 1998 (Act). This act provided for additional taxes on tobacco products, which created a revenue stream directed towards promoting, supporting and improving the early development of children from the prenatal stage to five years of age. The Act established the local Children and Families Commission for San Bernardino County, which is responsible for implementation and coordination of a





countywide system to provide child and family support services, including healthcare and education. ARMC is currently administering the First Five Dental Program (Program) grant. ARMC took over this program in October 2004. The new revenue accounts for 0.37% of ARMC's net revenue.

- Medicare is a federal insurance program for people over the age of 65 and it accounts for 9.63% of ARMC's net revenue.
- The current services revenue category is comprised of:
  - Insurance Revenue from third party insurance carriers paying on behalf of patients primarily receiving services from ARMC's trauma center. This revenue accounts for 19.08% of ARMC's net revenue.
  - A contract with Department of Behavioral Health, for provision of services to mentally ill inpatients, accounts for 6.14% of ARMC's net revenue.
  - Self-pay revenue consists of payments from patients who do not qualify for any reimbursement program and are responsible for their own bills; it accounts for 2.63% of ARMC's net revenue.
- Other revenue is primarily cafeteria sales, reimbursements from contracted physicians for office space, and payment from Riverside Regional County Medical Center (RRCMC) for services provided by ARMC's medical residents assigned to RRCMC. This revenue accounts for 1.17% of ARMC's net revenue.
- Health Realignment is a portion of the vehicle license fees and sales tax collected by the state and distributed to counties to cover the cost of indigent health care. It accounts for 11.50% of ARMC's net revenue.

## BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	285,852,123	308,782,832	304,770,256	329,365,410
Departmental Revenue	280,930,688	298,070,213	300,107,546	325,051,691
Revenue Over/(Under) Expense	(4,921,435)	(10,712,619)	(4,662,710)	(4,313,719)
Budgeted Staffing		2,432.3		2,491.0
Fixed Assets	1,640,973	1,601,744	1,353,821	1,902,813

### Workload Indicators

Average Daily Inpatient Census ARMC	268	272	266	279
Average Daily Inpatient Census DBH	51	56	46	56
Emergency Room Visits	88,338	97,790	83,929	97,790
Outpatient Clinic Visits	244,324	244,534	243,955	250,715

There are no significant variances between estimated expenditures and budget; however, both salaries and benefits and services and supplies will be over budget by a total of \$3.1 million due primarily to: 1) increase in overtime use to comply with staffing ratios; 2) conversion of service contracts or contracted employees to full-time employees; and 3) increase in temporary help and nursing registry use to fill vacant positions.

These costs increases were funded by savings in operating transfers out due to the postponement of the Westside clinic remodel until 2005-06, savings in capital leases due to the purchase of previously leased equipment and increase in state revenue from the SB 1255 and AB 915 programs.

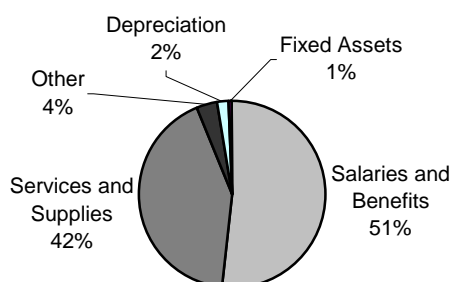
Workload indicators variances between estimated and budget for 2004-05 existed in the following areas:

Average Daily Census – ARMC: The average census declined by 2.21% as a result of the state closing the Pod Triage in the Emergency Room (ER) in August 2004 due to EMTALA deficiency licensing requirements. The closure of this unit deteriorated the flow of admissions into the hospital as 80% of total admissions originate from the ER. Another contributing factor to this decline was that ARMC anticipated the ER expansion to be completed in September 2004 but it was completed until March 2005. The 2005-06 budget was increased to reflect the current volume since the opening of the 9 additional beds in the ER.

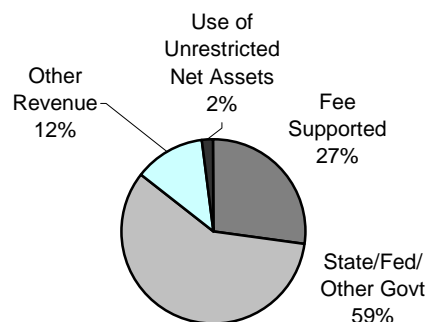
**Average Daily Census – DBH:** The average census declined by 17.86% as a result of closing the Children's unit in June 2004 due to drop in volume. The Behavioral Health Department is contracting directly with Loma Linda University and Canyon Ridge for this service now. The 2005-06 budget reflects a planned conversion of the Children's unit into Adult Psyche to capture patients being transfer to other facilities and to reduce the number of patients being treated in the BH ER Triage. This conversion will bring budget 2005-06 in line with budget 2004-05.

**Emergency Room Visits:** ER visits declined by 14.17% due to the closure of the Pod Triage unit and the delay in opening the ER expansion. The closure deteriorated the throughput of patient flow and increased the number of patients leaving without being seen from 25 to 46 patients a day. The 2005-06 budget projects that volume will increase to the 2004-05 budgeted level based on the trend seen since the opening of the ER expansion. The expansion will also improve patient flow, thus reducing the patients' wait time and capturing the patients leaving the facility without being seen by a physician.

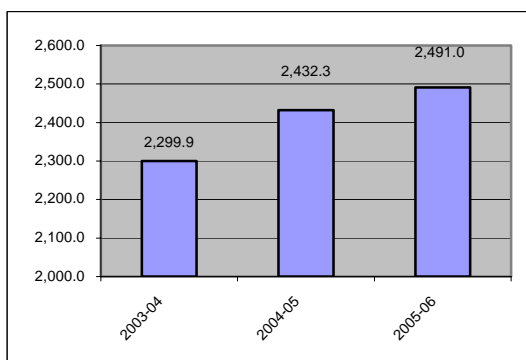
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



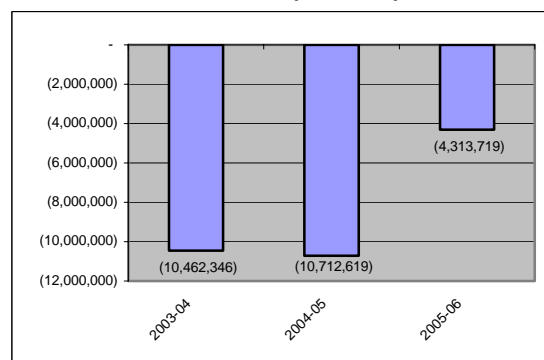
#### 2005-06 BREAKDOWN BY FINANCING SOURCE



#### 2005-06 STAFFING TREND CHART



#### 2005-06 REVENUE OVER/(UNDER) TREND CHART





GROUP: Administrative/Executive  
 DEPARTMENT: Medical Center  
 FUND: Arrowhead Regional Medical Center

BUDGET UNIT: EAD MCR  
 FUNCTION: Health and Sanitation  
 ACTIVITY: County Medical Center

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	158,094,946	156,337,496	11,569,531	684,053	168,591,080	2,319,887	170,910,967
Services and Supplies	129,534,856	128,215,171	5,090,193	1,080,784	134,386,148	5,298,878	139,685,026
Central Computer	738,890	738,890	106,978	-	845,868	-	845,868
Other Charges	891,669	889,763	-	39,322	929,085	103,443	1,032,528
Transfers	905,863	919,649	-	18,000	937,649	36,840	974,489
Total Appropriation	290,166,224	287,100,969	16,766,702	1,822,159	305,689,830	7,759,048	313,448,878
Depreciation	6,016,532	12,314,363	-	-	12,314,363	(6,097,831)	6,216,532
Oper Trans Out	8,587,500	9,367,500	-	-	9,367,500	332,500	9,700,000
Total Requirements	304,770,256	308,782,832	16,766,702	1,822,159	327,371,693	1,993,717	329,365,410
<b>Departmental Revenue</b>							
State, Fed or Gov't Aid	183,587,283	172,971,558	-	1,209,166	174,180,724	19,167,038	193,347,762
Current Services	82,014,519	91,168,773	-	-	91,168,773	(644,341)	90,524,432
Other Revenue	3,955,744	3,379,882	-	-	3,379,882	429,615	3,809,497
Total Revenue	269,557,546	267,520,213	-	1,209,166	268,729,379	18,952,312	287,681,691
Operating Transfers In	30,550,000	30,550,000	-	-	30,550,000	6,820,000	37,370,000
Total Financing Sources	300,107,546	298,070,213	-	1,209,166	299,279,379	25,772,312	325,051,691
Rev Over/(Under) Exp	(4,662,710)	(10,712,619)	(16,766,702)	(612,993)	(28,092,314)	23,778,595	(4,313,719)
Budgeted Staffing		2,432.3	-	11.4	2,443.7	47.3	2,491.0
<b>Fixed Asset</b>							
Equipment	1,000,000	1,000,000	-	-	1,000,000	-	1,000,000
L/P Equipment	353,821	601,744	-	536,576	1,138,320	(235,507)	902,813
Total Fixed Assets	1,353,821	1,601,744	-	536,576	2,138,320	(235,507)	1,902,813

#### Budget Highlights

Based on the projected inpatient census and outpatient activity, expenses are expected to increase in 2005-06 by \$20.6 million, or 6.7% from the 2004-05 budget. The increases described below are from budget to budget and include the Cost to Maintain Services and Board Approved Adjustments columns.

Salaries and benefits will increase by approximately \$14.6 million. Of this amount, \$11.6 million is due to anticipated increases due to labor negotiations, retirement costs, and workers' compensation rate increases as reflected in the Cost to Maintain Current Program Services column.

The net change in budgeted staffing is an additional 58.7 positions to accommodate the growth in volume, comply with required staffing ratio in nursing care services, convert contracted services or contracted employees to full-time employees and to implement the new First Five Dental Program. The addition of 11.4 positions for the First Five Dental Program and for bringing Neuro Diagnostic services in-house is reflected in the Board Approved Adjustment column. The following units were affected:

- Nursing Services will increase by 20.8 positions to comply with staffing ratios.
- Ancillary Services will increase by 14.4 positions to convert contracted staffing in Rehabilitation Departments, Neuro Diagnostic Imaging and Hyperbaric/Wound Care Department; and implement the First Five Dental Program.
- Support Services will increase by 23.2 positions for conversion of contracted services in Security Department, additional custodians, and clerical and professional positions from the following departments: Business Office, Appointment Center and Human Resources.
- Two reclassifications are being requested in the 2005-06 budget for a total change in budgeted staffing of 0.3 positions.



Services and supplies are budgeted to increase by \$11.5 million primarily due to increase in volume and inflationary factors and other changes in patient services. This increase is related to several changes with the most significant explained below:

- Increase in Minor Equipment of \$1.9 million primarily due to Information Technology infrastructure enhancements. These enhancements include the deployment of a phased-in wireless network that will provide mobility and clinical staff easier access to patient's medical information for better efficiency and patient care.
- Increase in Malpractice insurance of \$3.8 million, or 124.79%, based on claims settled in fiscal year 2003-04.
- Increase in Medical Supplies and pharmaceuticals of \$2.0 million due to increases in patient activity and projected inflationary cost.
- Increase in utilities of \$0.4 million due to volume and rate increase primarily in electricity and gas charges and phone expenses.
- Increase in County Wide Cost Allocation Plan (COWCAP) of \$0.8 million.
- Increase in professional services of \$1.0 million for the following contracts: \$0.7 million for First Five Dental Plan program approved midyear, \$0.1 million increase in IEHP claims, \$0.4 million in pharmacy services due to annual rate increase, \$0.2 million for Mojave Radiation to cover new IRMT radiation procedures and other increases in several contracts of \$0.6 million. These increases were partially offset by decreases from the termination of the Hyperbaric Wound Management Contract due to the addition of new full-time manager \$(0.2) million and the conversion of contracted security services of \$(0.8) million to full time employees.
- Increase in Professional (physician) Fees of \$1.1 million due to new contract terms as approved by the Board effective June 2004 affecting rate increases and volume increases.
- Increase in building and equipment maintenance costs of \$0.5 million due to aging equipment and expiring warranties.
- Increase in equipment rental of \$0.4 million to replace aging equipment in the Laboratory Department.
- These increases were partially offset by cost decreases of \$(0.4) million due to Children's Tobacco Act Protection program (CTAP) payments now budgeted in other charges and other miscellaneous decreases.

Other charges increased by \$142,765 due primarily to the reclassification of CTAP payments previously budgeted in services and supplies.

Transfers out to other departments increased by \$54,840 due to increases in EHAP charges and rent costs.

Depreciation expense is decreasing by \$6.1 million due to retiring fully depreciated equipment.

Operating transfers out increased by \$0.3 million to fund the conversion of the Behavioral Health Unit to Medical Surgical Units of \$1.1 million and reduction of \$0.8 million due to the completion of the Emergency Room project in 2004-05 and deferring the paving project until 2005-06 to in-house personnel.

Increase in capital leases of \$0.3 million due to a new lease approved during the year for a multi slice CT scan.

Based on the projected inpatient census, outpatient activity, and anticipated rate increases, revenues are expected to increase by \$27.0 million in the 2005-06 budget.

The state aid and federal revenue category is projected to increase by \$20.4 million. This will result from following:

- SB 855 funding is expected to decrease by \$(1.6) million due to the elimination of the one-time special allocation of \$3.0 million partially offset by an anticipated increase due to cost increases.
- SB 1255 is estimated to increase by \$14.3 million based on 2004-05 anticipated receipts that are \$7.8 million higher than budgeted and an expected increase from further negotiations with CMAC illustrating the increasing needs of ARMC.
- AB 915 Program is projected to increase by \$5.6 million. The 2002-03 allotment received during 2004-05 of \$9.8 million was \$3.3 million higher than budgeted. The estimate was understated as this was the first allotment received and the actual distribution was unknown. For budget 2005-06, the allotment is estimated to be \$13.8 million based on the actual claim filed for 2003-04 and an additional adjustment to reflect increased costs in 2005-06. The unreimbursed Medi-Cal expenses claimed for 2003-04 were \$24.2 million. This Medi-Cal supplemental payment is limited to the federal share only or approximately 50% (\$12.1 million) of the claimable amount.
- Medi-Cal fee for service revenue is projected to increase by \$0.5 million due to anticipated volume increases.
- Tobacco Tax funds are projected to increase by \$0.3 million due to a shift in Emergency Medical Services Account (EMSA) funds to the hospital.
- Proposition 10 funds, in the amount of \$1.2 million, are a new funding source for ARMC that was approved during the year to administer the First Five Dental program.
- Medicare revenue is projected to increase by \$0.1 million due to increased discharge and an increase in the Federal Diagnosis Related Group payment rate.

The current services revenue category will decrease by \$(0.6) million. This will result from the following:

- Increase in insurance revenue of \$3.7 million due to a 7% rate increase partially offset by anticipated decreases of \$(2.0) million due to a shift in patient mix and a decrease in admissions from the Burn Unit due to discontinued contracts.
- Decrease in private pay of \$(2.4) million, as anticipated increase budgeted in 2004-05 did not materialize.

Other revenue is expected to increase by \$0.4 million primarily in cafeteria sales.

Operating transfers in is expected to increase by \$6.8 million due to an additional allocation in Health Realignment funds to partially offset the increased costs related to providing health care to indigents. Of this amount, \$3.3 million is a one-time allocation to fund the construction of additional Medical/Surgical Beds in the Behavioral Health unit and a new Computerized Physician Order System that would improve record keeping for patients' charts.

DEPARTMENT: Medical Center  
 FUND: Arrowhead Regional Medical Center  
 BUDGET UNIT: EAD MCR

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1.	Salaries & Benefits	47.0	2,307,791	-	(2,307,791)
Salaries & benefits are expected to increase by \$2,307,791 with the addition of 47.0 positions.					
Nursing Services budgeted staffing will increase by a total of 20.8 positions:					
-42.8 Nursing Attendants in Nursing Departments due to acuity and volume increase					
- 1.0 Operating Room Director in Surgical Services Department to improve services					
- 7.9 Registered Nurse II to adjust staffing ratio due to regulatory mandate					
- 6.2 Float Pool Nurse Per diem to comply with required staffing ratio from 1:6 to 1:5 in Medical Surgical Units					
- 1.8 Ward Clerk in Emergency Room Department to provide clerical support for the new Emergency Room Pod Triage Expansion					
- 0.5 Per Diem RN II to Surgical Services Department due to volume increase					
- 1.0 Hospital Service Worker to Surgical Services Department due to volume increase					
- 2.0 Per Diem LVN to Surgical Services due to volume increase					
- 0.2 Clinical Therapist to Behavioral Health to improve services					
- 2.9 Mental Health Nurse II to improve Triage system in Behavioral Health for quality improvement compliance					
- 1.3 Nurse Supervisor to Trauma Care and Nursing Administration to improve services					
- 0.8 Registered CardioPulmonary Nurse for volume increase in interventional cardiology services					
- 0.2 Transplant Program Coordinator for volume increase as a result of the new outpatient Dialysis unit					
The additions were partially offset by the deletion of 47.8 positions mainly due to a switch in utilizing nursing attendants instead of student nurses.					
Ancillary Services budgeted staffing will increase by a total of 3.0 positions:					
- 0.4 Clinic Assistant due to volume increased in outpatient visits					
- 0.5 Licensed Vocational Nurse III due to volume increased in outpatient visits					
- 0.5 Cytotechnologist to offset decrease in contracted Cytotechnologist position					
- 1.0 Hyperbaric Therapy Manager to convert contracted service					
- 4.2 Occupational Therapist II to convert contracted service employees to regular employees					
- 0.1 Contract Occupational Therapist due to volume increase in outpatient visits					
- 0.5 Rehabilitation Services Manager for a mid year hire to direct the Rehabilitation Services					
- 1.3 Special Procedures Rad. Technologist due to increase in volume					
- 1.0 Physical Therapist Aide due to increase in volume from outpatient visits					
- 1.0 Physical Therapist Assistant due to increase in volume from outpatient visits					
- 6.9 Physical Therapist II to convert contracted service employees into regular employees					
- 8.6 Radiologic Technologist II in to convert contracted service employees into regular employees					
- 1.0 Supervising Respiratory Care Practitioner due to increase in volume					
These additions were partially offset by deletions of 24.0 positions.					
Support Services budgeted staffing will increase by a total of 23.2 positions:					
- 0.5 Call Center Clerk to Appointment Center due to increase in volume					
- 0.3 Human Resources Officer I to adjust previous year addition to full time employee					
- 0.7 Public Information Clerk to patient reception to enhance service for Specialty Clinics improving customer service due to increase volume					
- 2.2 Public Service Employees to fill temporary vacancies in the chart room					
- 0.5 Staff Analyst II to upgrade position from Store Specialist supporting the Materiel Management Manager					
- 0.5 Storekeeper to provide additional services for Materiel Management					
- 0.9 Custodian I to provide additional services for family clinics					
- 1.0 Registered Nurse II in Employee Health for Employee Wellness and Epidemiology to perform required annual fitness testing					
- 4.2 Security Technician II to convert contracted services into regular staff					
-16.6 Security Technician I to convert contracted services into regular staff					
These additions were reduced by a reduction in 4.2 positions no longer needed in the department.					
2.	Position Reclassifications	0.3	12,096	-	(12,096)
- A Licensed Vocational Nurse II (LVN) is being reclassified to a LVN III. This reclassification will generate \$8,224 in savings due to budgeting at a lower step.					
- A Staff Analyst II position is being reclassified to a Medical Staff Coordinator. This reclassification will increase cost by \$20,320 as the budgeted staffing is increasing by .30					
3.	Medically Indigent Adults (MIA) Physician Fees		(352,779)	-	352,779
MIA physician fees decreased due to a reclassification where the CTAP program expenditures are now reflected in Other Charges line #17.					
4.	Minor Equipment Purchases		1,858,332	-	(1,858,332)
Increases in non-inventoriable equipment is due to the following:					
- Purchase of 416 laptops and 400 mobile slates and tablet personal computers (PC) devices for the deployment of the Emergency Department and Authorization & Referral Management modules and Computerized Physician Order System .					
4.	Minor Equipment Purchases		1,858,332	-	(1,858,332)
Increases in non-inventoriable equipment is due to the following:					
- Purchase of 416 laptops and 400 mobile slates and tablet personal computers (PC) devices for the deployment of the Emergency Department and Authorization & Referral Management modules and Computerized Physician Order System .					



## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
5.	Training The increase in training is for Information Technology staff Meditech training and various other training for Home Health, Patient Accounting, Human Resources and Nursing.		130,539	-	(130,539)
6.	Utilities The increase in utilities is due to volume and rate increases in electricity, gas and phone rates.		370,174	-	(370,174)
7.	Office Expense The increase in office supplies and printed forms is due to the increase in volume and rate.		73,918	-	(73,918)
8.	COWCAP COWCAP charges were increased by 36.27%.		765,817	-	(765,817)
9.	Other Professional Fees Payments The following changes were made to professional services: - Dialysis contract expired on September 2004 and services were brought in-house \$(30,500) - The current security contract was cancelled as of June 2005 and it was replaced by a contract with the Colton Police Department for a total savings of \$(832,602). This savings will offset cost increases related to the additional security personnel being requested above. - The Wound Management Systems contract that provides training and management for the Hyperbaric Therapy program will be expiring in June 2005. The savings of \$(174,000) will more than offset the cost of \$100,061 for the addition of a Hyperbaric Therapy Manager position requested above. - Increase in pharmacy services due to increase in patient volume and a rate increase - \$403,816. - Increase in radiation therapy services due to volume increases and new services being purchased (Intensity Modulated Radiation Therapy) - \$244,407. - Increase in managed care medical services due to increase in claims from Inland Empire Health Plan (IEHP) patients assigned to ARMC using other facilities \$145,194. - Net increase in all other contracts - \$668,215.		424,530	-	(424,530)
10.	Physician Professional Fees Payments Physician professional payments increased due to volume increases and rate increases primarily in Cardiology services (\$0.7 million), patient services in family health clinics (\$0.2 million) and surgery services (\$0.1 million).		998,277	-	(998,277)
11.	Laundry & Linen The increase in laundry & linen is due to volume and rate increased.		197,668	-	(197,668)
12.	Changes to medical supplies and pharmaceuticals Decrease in pharmaceuticals of \$(0.1) million due an anticipated increase of \$1.0 million for various volume increases which were partially offset by anticipated savings of \$0.9 million due to changes in the formularies.		100,225	-	(100,225)
13.	General Maintenance Equipment The increase in general maintenance is for water softeners to control the well water perchlorate contamination, service to radiators for all seven generators and for air conditioning for medical and vacuum rooms.		266,031	-	(266,031)
14.	General Maintenance - Structures Improvement and Grounds The increase in general maintenance in structure improvement and grounds is for ground maintenance and parking lot pavement.		184,325	-	(184,325)
15.	Equipment Rental Equipment rental increase of \$0.4 million is for various equipment rentals to replace aging equipment in Laboratory, IV pumps and larger copiers due to increased patient volume.		430,107	-	(430,107)
16.	Decrease to various expenses Miscellaneous changes in services and supplies.		(148,286)	-	148,286
17.	Other Charges Other Charges increased due to a reclass of payments to physicians for the CTAP program of \$167,500 partially offset by a decrease in interest lease cost of \$(64,057) as some lease equipment was purchased during 2004-05 and the anticipated increased in lease equipment was postponed to 2005-06.		103,443	-	(103,443)
18.	Increases to Transfers Out Transfers to other departments increased by \$36,840 as a result of the following changes: - Rent increases of \$16,087 - EHAP increases of \$52,950 - Reduction in Human Resources support of \$(32,197)		36,840	-	(36,840)
19.	Depreciation Equipment depreciation is decreasing by \$6.1 million as the additions since the Medical Center's opening have substantially been depreciated. Majority of the moveable equipment was given a useful life of 5 years and is now fully depreciated but it has not been replaced.		(6,097,831)	-	6,097,831
20.	Operating Transfers Out Operating transfers out increased by \$332,500 due to the following changes: - An additional \$1,070,000 is included to convert the Behavioral Health (BH) inpatient beds into Medical/Surgical beds. - the elimination of the paving project of \$(150,000) as the project will be completed by in-house personnel in 2005-06 as reflected in General Maintenance Structures and Improvements line 14. - the elimination of the Emergency Room remodel costs of \$(600,000) as it was completed during 2004-05.		332,500	-	(332,500)
21.	State Aid State Aid is increasing by \$19.1 million due to an anticipated higher allocation of SB 1255 of \$14.3 million; increased costs generating an additional \$5.6 million of AB 915 revenue; Tobacco Tax increased \$0.3 million with a shift in EMSA funds to the hospital; Medi-Cal revenue is increasing by \$0.5 million due to volume increase; and SB 855 is decreasing by a net (\$1.6 million) with the elimination of a one time addition and an increased allocation.		-	19,062,461	19,062,461
22.	Federal Aid Medicare revenue is increasing due to increased discharges and an increase in the Federal Diagnosis Related Group (DRG) payment rate.		-	104,577	104,577



## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
23. Current Services The following changes were made to current services: - Decrease in Private Pay of \$(2,391,969) as anticipated increases did not materialize. The adjustment is based on current year trend collections. - Increase in insurance revenue of \$3,727,917 due to a 7% rate increase partially offset by anticipated decreases of \$(1,980,289) due to a shift in patient mix and a decrease in volume in Burn Care Unit due to discontinued contracts.		-	(644,341)	(644,341)
24. Other Revenue Other Revenue increased by \$0.4 million primarily due to increase in cafeteria sales.		-	429,615	429,615
25. Operating Transfers In Operating transfers in increased by \$4.6 million due to an additional allocation of realignment funds. Out of which \$1,070,000 is one-time as it will fund the CIP for the BH remodel.		-	6,820,000	6,820,000
<b>Total</b>	<u>47.3</u>	<u>1,993,717</u>	<u>25,772,312</u>	<u>23,778,595</u>

## DEPARTMENT RECOMMENDED CHANGES IN FIXED ASSETS

Brief Description of Change	Appropriation
1. Capital leases Decrease in Bank of America Cisco lease as the leased equipment was purchased during 2004-05.	(235,507)
<b>Total</b>	<u>(235,507)</u>



## Tobacco Tax Funds

### DESCRIPTION OF MAJOR SERVICES

The Arrowhead Regional Medical Center (ARMC) established these funds in 1989-1990 to facilitate the transfer of Tobacco Tax funds to the county hospital, non-county hospitals and physicians, as required by the State Department of Health Services. The funds will then be disbursed per guidelines established by the state.

These funds are allocated by the state to county hospitals, non-county hospitals, and physicians to partially reimburse them for uncompensated medical services. ARMC is projected to net approximately \$1.5 million from this revenue source in 2005-06, and will transfer the balance to area hospitals in accordance with the prescribed distribution formula.

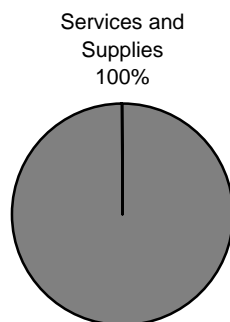
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

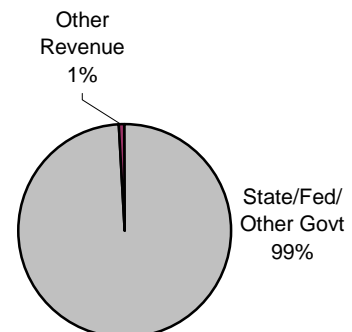
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	2,412,872	1,963,199	1,838,656	1,713,757
Departmental Revenue	1,742,696	1,755,762	1,635,616	1,709,360
Fund Balance		207,437		4,397

Variances between estimated and budget for 2004-05 existed in both appropriations and revenues due to the state continuing to reduce the amount distributed to counties for Tobacco Tax. The 2005-06 budget assumes a decrease in revenues, consistent with recent trends for receipt of revenue from taxes imposed on tobacco products.

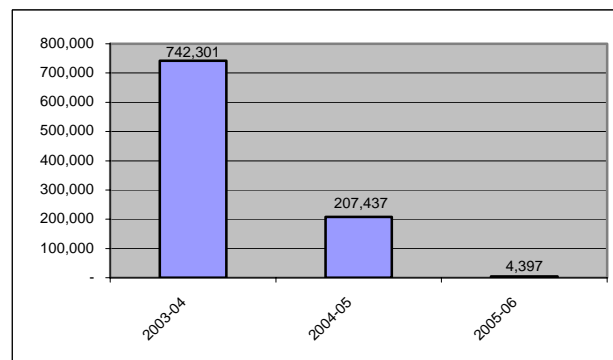
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Arrowhead Regional Medical Center  
FUND: Tobacco Tax Funds

BUDGET UNIT: RGA-RGR  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	1,838,656	1,962,437	-	-	1,962,437	(248,680)	1,713,757
Total Appropriation	1,838,656	1,962,437	-	-	1,962,437	(248,680)	1,713,757
Oper Transfers Out	-	762	-	-	762	(762)	-
Total Requirements	1,838,656	1,963,199	-	-	1,963,199	(249,442)	1,713,757
<b>Departmental Revenue</b>							
Use Of Money & Prop	13,600	46,000	-	-	46,000	(32,600)	13,400
State, Fed or Gov't Aid	1,622,016	1,709,000	-	-	1,709,000	(13,040)	1,695,960
Total Revenue	1,635,616	1,755,000	-	-	1,755,000	(45,640)	1,709,360
Operating Transfers In	-	762	-	-	762	(762)	-
Total Financing Sources	1,635,616	1,755,762	-	-	1,755,762	(46,402)	1,709,360
Fund Balance		207,437	-	-	207,437	(203,040)	4,397

DEPARTMENT: Arrowhead Regional Medical Center  
FUND: Tobacco Tax Funds  
BUDGET UNIT: RGA-RGR

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Decrease Services and Supplies Decrease appropriations to reflect a lower state allocation and a decrease in fund balance.	-	(248,680)	-	(248,680)
2. Operating Transfers Out and In Operating transfers among funds were used to correct fund balances and are no longer needed.	-	(762)	(762)	-
3. Decrease in Interest Revenue Interest revenue decreased due to a lower cash balance in the fund.	-	-	(32,600)	32,600
4. Decrease in State Aid - tobacco revenues State revenues decreased to reflect the 2004-05 state allocation of tobacco funds.	-	-	(13,040)	13,040
<b>Total</b>	<b>-</b>	<b>(249,442)</b>	<b>(46,402)</b>	<b>(203,040)</b>





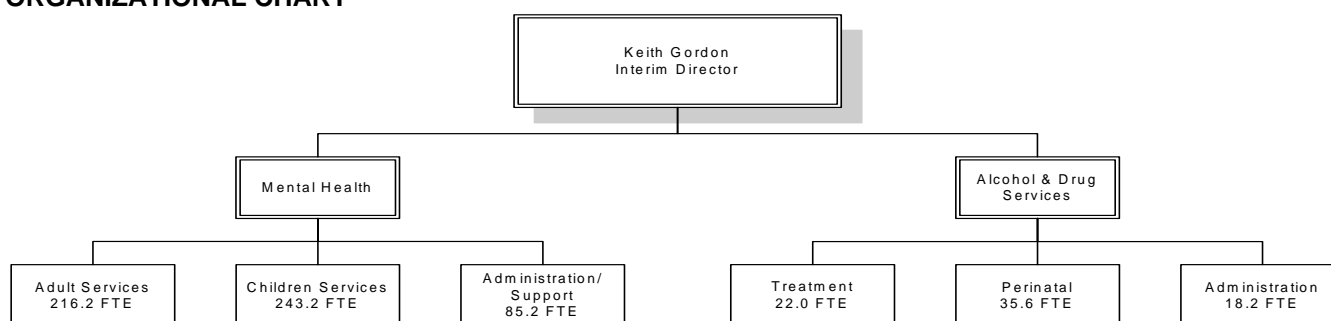
## BEHAVIORAL HEALTH

### Dr. Keith Gordon

#### MISSION STATEMENT

The Department of Behavioral Health will help individuals living with the problems of mental illness and substance abuse to find solutions to challenges they face so that they may function well within their families and the community. The Department of Behavioral Health staff will be sensitive to and respectful of all clients, their families, culture and languages. The Department of Behavioral Health will use the taxpayers' money wisely to meet its goals while following all governmental guidelines and requirements. The Department of Behavioral Health will provide a pleasant workplace for its staff members so that they may be creative and effective in their jobs. The Department of Behavioral Health will provide a pleasant environment for clients in which to receive services.

#### ORGANIZATIONAL CHART



#### SUMMARY OF BUDGET UNITS

	2005-06				
	Appropriation	Revenue	Local Cost	Fund Balance	Staffing
Behavioral Health	125,648,995	123,806,242	1,842,753		545.6
Alcohol and Drug Services	19,085,440	18,935,982	149,458		75.8
Special Patient Account	-	-		-	-
Driving Under the Influence Programs	332,413	122,713		209,700	-
State Block Grant Carryover Program	3,750,982	1,539,219		2,211,763	-
Court Alcohol and Drug Program	996,753	407,687		589,066	-
<b>TOTAL</b>	<b>149,814,583</b>	<b>144,811,843</b>	<b>1,992,211</b>	<b>3,010,529</b>	<b>621.4</b>

#### DESCRIPTION OF MAJOR SERVICES

The Department of Behavioral Health (DBH) is responsible for providing mental health services to county residents who are either unable to afford treatment or do not live in proximity to private services. Treatment is provided to all age groups, with primary emphasis placed on treating children, families and chronically mentally ill adults (in that priority). Services are delivered throughout the county via a network of department-operated clinics, community based contract providers (residential and psychiatric skilled nursing facilities and acute hospitals), public schools, and other community based settings. Services include: information and referrals, community outreach, client self-help and support groups, a variety of children's programs, mentally ill homeless program, employment services, case management, crisis and transitional residential assistance, augmented board and care placements, conservatorship services, supportive housing services and client transportation assistance. The department also operates as a training setting by administering various internship programs and offering continuing education for licensed department and contractor staff.

Mental health services are principally funded by realignment funds generated from state sales tax and vehicle license fees (approximately 48%) and state & federal revenues (46%). The remaining 6 percent of revenue sources are insurance/patient fees, reimbursements, other miscellaneous revenue, and local cost. The local cost of \$1,842,753 represents the required realignment revenue maintenance of effort (MOE).



## BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	117,902,648	114,699,507	110,282,177	125,648,995
Departmental Revenue	116,059,895	112,856,754	108,439,424	123,806,242
Local Cost	1,842,753	1,842,753	1,842,753	1,842,753
Budgeted Staffing		565.9		545.6

### Workload Indicators

Direct billable hours: Clinic	228,505	226,811	292,461	293,542
Direct billable hours: Contract	125,121	119,430	128,282	134,527
Direct billable hours: Fee for Service	43,896	32,617	36,797	36,936
Medical Administrative Activity Hours	36,488	34,579	34,704	37,690
Quality Assurance Hours	30,347	18,638	11,089	12,341
Outreach hours clinic & contract	12,039	8,993	9,026	10,541
Day treatment hours: Habilitative (Clinic & contract)	30,382	27,676	20,536	21,682
Day treatment hours: Intensive	65,247	20,960	21,979	23,078

Overall, estimated expenditures are expected to be under budget by \$4.4 million.

In a continuing effort to reduce the use of Realignment fund balance to cover ongoing expenditures, DBH held some positions vacant throughout the year, which resulted in estimated salary savings of \$2.8 million.

Estimated services and supplies are \$3.3 million under budget. The variance is due to the following:

- Computer software expenses, which are estimated at \$1.9 million less than budget due to delays in implementing the new MEDITECH client data system. These costs are now expected to be incurred in 2005-06.
- Contract agency expenditures, which are estimated at \$3.3 million less than budget due to smaller than anticipated contract expenditures in the following programs: Children's Residential & Intensive Services, Early Periodic Screening, Diagnosis and Treatment (EPSDT) services, general Mental Health services, and institutions for mental disease (IMDs).

These decreases are offset by increases in:

- Prior year expenditures of \$0.6 million were not accrued in the 2003-04 year-end process and therefore are included in 2004-05 expenditures.
- Additional professional fees of \$0.8 million due to increases in ambulance services costs for transporting clients from Arrowhead Regional Medical Center (ARMC) to other hospitals.
- Additional fee-for-service contract payment costs of \$0.5 million for outpatient services due to the expansion of the provider base.

The variance in other charges of \$610,237 is due to over-utilization of state hospitals beds due to the difficulty of placing clients in alternate care facilities. The Department has just entered into an agreement with a facility that will accept some clients currently placed in state hospitals. This agreement will assist in reducing the use of state hospitals.

Estimated operating transfers out are \$399,999 more than budget due to an increase in Inpatient Managed Care costs.

Estimated reimbursements are \$660,548 less than budget primarily due to under-spending of CalWORKs allocation funds. The department continues its efforts to maximize this funding source.

Estimated state revenues are \$1.0 million more than budget due to state restoration of the 2004-05 managed care allocation and an increase in the state participation rate. Estimated federal revenues are \$1.2 million more than budget due to a revised estimate of federal Medi-Cal reimbursement. Other miscellaneous revenues are

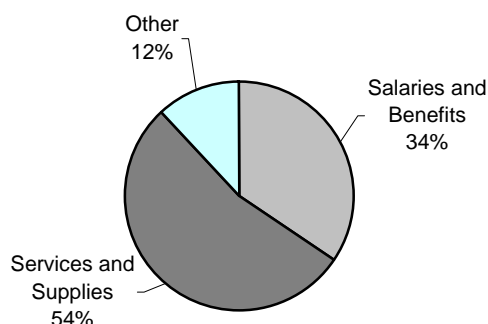


estimated at \$300,000 under budget. As a result, the estimate of Realignment revenue needed in 2004-05 is \$6.3 million less than budget.

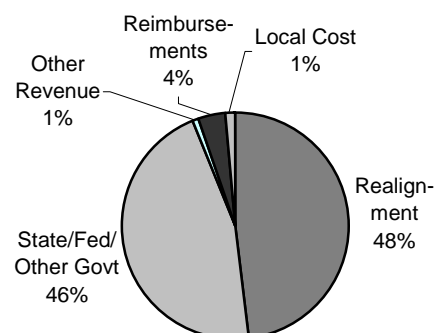
Workload indicators variances between estimated and budget for 2004-05 existed in the following areas:

- Direct billable hours – Clinic: The hours of operation were increased at several of the larger clinics. The estimates for 2004-05 and the budget for 2005-06 reflect the anticipated impact of this change.
- Direct billable hours – Contract: The department continues to expand its EPSDT contract network to provide services to children. The estimates for 2004-05 only reflect a partial year of operation. The budget for 2005-06 reflects the impact of full year operation.
- Direct billable hours – Fee for service (FFS): The number of FFS providers continues to grow, as does the need for services. Due to lower staffing levels at the clinics, more referrals were made to the FFS network. However, the department is in the process of addressing staffing needs and this line item is expected to level off in the coming year. Another impact to this indicator was the decision to expand the service network to include Masters of Social Work and Masters of Family Treatment.
- Quality Assurance hours: The scope of activities that can be claimed to this revenue source were reduced, resulting in an approximate reduction of 50% to the units being reflected in 2003-04. Estimates for 2004-05 indicate that reductions continue, though much of this can be attributed to staff turnover and vacancies. The proposed budget is based on the assumption that vacancies will be filled and staff will properly code their time.
- Day Treatment hours– Habilitative and Intensive: The 2004-05 budget contained a planned shift from Habilitative to Intensive Day Treatment to better serve consumers. The estimates and the proposed budget confirm this program change.

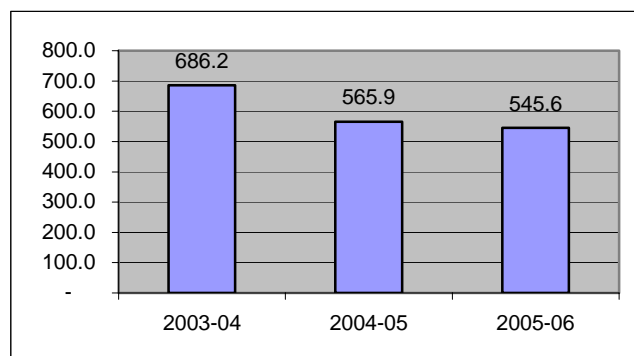
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



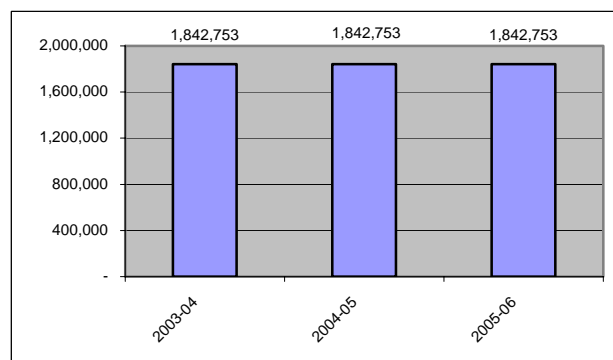
#### 2005-06 BREAKDOWN BY FINANCING SOURCE



#### 2005-06 STAFFING TREND CHART



#### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Behavioral Health  
FUND: General

BUDGET UNIT: AAA MLH  
FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

# ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	39,503,130	42,310,515	3,304,712	-	45,615,227	(917,256)	44,697,971
Services and Supplies	59,404,049	62,688,578	781,112	544,300	64,013,990	5,770,905	69,784,895
Central Computer	523,431	523,431	(43,088)	-	480,343	-	480,343
Other Charges	4,641,988	4,031,751	-	-	4,031,751	137,418	4,169,169
Improvement to Structures	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	60,000	60,000
Transfers	4,681,670	4,677,870	-	-	4,677,870	194,590	4,872,460
Total Exp Authority	108,754,268	114,232,145	4,042,736	544,300	118,819,181	5,245,657	124,064,838
Reimbursements	(4,514,843)	(5,175,391)	-	-	(5,175,391)	166,795	(5,008,596)
Total Appropriation	104,239,425	109,056,754	4,042,736	544,300	113,643,790	5,412,452	119,056,242
Operating Transfers Out	6,042,752	5,642,753	-	-	5,642,753	950,000	6,592,753
Total Requirements	110,282,177	114,699,507	4,042,736	544,300	119,286,543	6,362,452	125,648,995
<b>Departmental Revenue</b>							
Realignment	48,898,513	55,217,257	3,072,632	(259,783)	58,030,106	4,460,000	62,490,106
State, Fed or Gov't Aid	58,099,321	55,898,870	970,104	804,083	57,673,057	2,241,151	59,914,208
Current Services	271,290	293,974	-	-	293,974	(31,104)	262,870
Other Revenue	1,170,300	1,446,653	-	-	1,446,653	(307,595)	1,139,058
Total Revenue	108,439,424	112,856,754	4,042,736	544,300	117,443,790	6,362,452	123,806,242
Local Cost	1,842,753	1,842,753	-	-	1,842,753	-	1,842,753
Budgeted Staffing		565.9	2.3	-	568.2	(22.6)	545.6

The majority of Behavioral Health services are funded with State Realignment revenues. In recent years, the budget has included a combination of ongoing Realignment funds as well as use of unspent Realignment fund balance. However, to better align spending with receipt of ongoing Realignment funding, the department made significant cuts in the 2004-05 budget. The 2005-06 proposed budget continues to align ongoing expenditures with ongoing Realignment funding.

The total increase requested in the 2005-06 budget is \$11.2 million. The increases described below are from budget to budget and include the cost to maintain services and midyear board-approved increases.

Salaries and benefits will increase by approximately \$2.4 million while budgeted staffing will decrease by 20.3 positions. Estimated costs increases of \$3.3 million are related to increased costs in retirement, workers compensation, potential salary increases due to labor negotiations, and the addition of two positions for the Adelanto Jail facility. This increase, which is reflected in the Cost to Maintain Current Services column, was partially offset by cost decreases of \$0.9 million due to recommended reduction in budgeted staffing. The 2005-06 budget includes the addition of 21.5 positions; the deletion of 17.0 positions; one reclassification; a net of 2 positions transferred to ADS; and the reduction of 22.8 positions to reflect current year staffing needs.

The increase in services and supplies of \$7.1 million is primarily due to increases in contracted services such as Fee for Service contracts, incorporated doctors, and contracts for therapeutic behavioral services, wraparound services, and children's specialty residential services. Other increases include ambulance costs for transporting clients from ARMC to other hospitals, computer equipment to replenish old equipment, and malpractice insurance. These costs increases of \$8.0 million were partially offset by decreases of \$0.9 million from COWCAP charges, ISD charges, risk management insurance, and minor decreases in miscellaneous expenses.

Central computer charges are decreasing by \$43,088.

Other charges are increasing by \$137,418 due to increased bed usage in the state institution facilities.

Equipment is increasing by \$60,000 to replace selected computer servers.



Transfers out to other departments are recommended to increase by \$194,590 due to increases in lease costs, services provided by the Human Resources Department and the Public Guardian Department. These increases were partially offset by decreases in administrative support provided by Human Services System and Alcohol and Drug Services.

Reimbursements from other departments are expected to decrease by \$166,795 primarily by the elimination of a Program manager no longer needed by the Department of Children Services and a minor reduction in the CalWORKS allocation. These decreases were partially offset by an increase in lease costs paid by Alcohol and Drug Services.

Operating transfers out are recommended to increase by \$950,000 due to an anticipated increase of \$700,000 in inpatient fee-for-service costs based on current year trend and a new CIP request in the amount of \$250,000 for building renovations needed to ease staff overcrowding on Gilbert Street.

Revenue changes are detailed as follows:

- \$7.3 million increase in Realignment to cover salary and contract increases. Ongoing Mental Health Realignment revenues for 2005-06 are estimated at \$60.3 million. The 2005-06 proposed budget continues to align ongoing expenditures with ongoing Realignment funding. Of the total Realignment revenue needed for 2005-06 (\$62.5 million), \$60.3 million is for on-going operating costs and \$2.2 million is for one-time costs. The one-time costs consist of \$1.9 million for costs related to the new MEDITECH system implementation, \$250,000 for building renovation costs, and \$65,000 for one-time server and equipment purchases.
- A net increase of \$4.0 million in state and federal revenue. State and federal revenue increased by \$5.3 million primarily due to increased Medi-Cal billing rates, increases in the number of services provided to Medi-Cal and EPSDT eligible children, and an increase in the PATH homeless grant. This increase was partially offset by a decrease of \$1.3 million from the Federal Emergency Management Agency (FEMA) grant that concluded in December 2004.
- Current services decreased by \$31,104 to reflect current year collections of insurance payments.
- Other revenue decreased by \$307,595 to reflect current year collections of IMD Supplemental Security Income (SSI) payments and revenue from clients receiving interim assistance.

The Mental Health Services Act (MHSA) was passed by voters in November 2004 as Proposition 63, and established a state personal income tax surcharge of 1% on taxpayers' whose annual taxable income exceeds \$1.0 million. This surcharge provides funding to expand mental health services, primarily in community services and supports, education/training, prevention/early intervention, and innovative programs. DBH is currently in the initial planning stage on how to expand services to utilize the increased funding. The amount of increased funding is not yet known, and therefore has not been included in the 2005-06 proposed budget. When funding is known, the department will return with a midyear budget adjustment.

DEPARTMENT: Behavioral Health  
FUND: General  
BUDGET UNIT: AAA MLH

SCHEDULE A

DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. New Positions	19.2	1,178,179	-	1,178,179
19.2 new positions are being requested for the following: 10.3 new positions for CalWORKs for providing better Mental Health services to CalWORKs clients and to better utilize the CalWORKs allocation funds. 2.6 Clinical Therapists 1.8 Social Workers 0.9 Mental Health Specialist 5.0 extra-help Public Service Employees to provide work experience to CalWORKs participants 6.5 positions to correct underfills 1.0 Storekeeper 1.0 Psychiatrist Technician I 4.5 Social Worker II 1.5 Staff Analyst II - One will replace a vacant funded Program Manager I position and the other is a new position needed due to workload in the Contracts unit. 0.9 Contract Clinical Therapist for Needles due to workload.				



DEPARTMENT: Behavioral Health  
FUND: General  
BUDGET UNIT: AAA MLH

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2. Net transfer of staff between the Mental Health budget unit (MLH) and ADS Five positions were transferred from MLH to ADS and three were transferred from ADS to MLH to more accurately reflect the duties and funding of positions.	(2.0)	(227,233)	-	(227,233)
3. Reclassification The department is requesting a reclassification of the Supervisor Accountant III position to an Administrative Supervisor II due to the duties assigned to this position.	-	4,793	-	4,793
4. Delete positions 17.0 positions will be deleted; 6.5 positions after underfills are corrected, 1.8 positions budgeted in error, and 8.7 positions that are either extra-help or contracts that are no longer needed.	(17.0)	(1,148,845)	-	(1,148,845)
5. Step increases 2.5% estimated for step increases.		784,718	-	784,718
6. Reduce budgeted staffing Reduce 22.9 budgeted staffing to allow for vacancy in some positions due to delays in hiring.	(22.8)	(1,508,868)	-	(1,508,868)
7. Computer Equipment Increase in computer equipment costs due to the continued implementation of the department's computer replenishing plan.		223,029	-	223,029
8. Professional and Special Service Increase in professional services mainly related to Increase in ambulance services costs for transporting clients from ARMC to other hospitals of \$1,178,252 partially offset by a minor decrease in other services of \$101,684, for a net increase of \$1,076,568.		1,076,568	-	1,076,568
9. Incorporated doctor costs Increase in salary costs to incorporated doctors due to potential Memorandum Of Understanding (MOU) increases.		309,359	-	309,359
10. Contract provider payments Increase due to provision of new Therapeutic Behavioral Services in 2005-06 and projected increased in Wraparound services and children's specialty residential services.		4,011,779	-	4,011,779
11. Fee for service contracts Increase in payments to fee-for-services contracts due to expanding the provider base.		375,200	-	375,200
12. Remote pharmacy costs Increase in pharmacy costs due to increasing drug costs.		425,502	-	425,502
13. COWCAP and Information Services Department (ISD) Charges Decrease in COWCAP charges of \$436,878 and decrease in ISD charges of \$168,325, for a net decrease of \$605,203.		(605,203)	-	(605,203)
14. Decreases in miscellaneous costs Net changes to expenses with the major decreases occurring in systems development as projects were completed in 2004-05; general maintenance; and leased equipment and structures.		(45,329)	-	(45,329)
15. Other charges Increase in State Hospital cost based on current State offsets and an increase in costs related to transporting indigents.		137,418	-	137,418
16. Equipment Equipment increased due to the planned replacement of computer servers.		60,000	-	60,000
17. Transfers Out Transfers are increasing due to the following: Increases: 1) in services provided by the Public Guardian Department of \$348,159 2) Rent costs paid to Real Estate Services of \$109,615 3) Human Resources support paid to the Human Resources Department of \$39,803 Partially offset by decreases in: 4) administrative support purchased from Human Services System in the amount of \$227,961 5) administrative support purchased from Alcohol and Drug Services in the amount of \$58,541 6) EHAP in the amount of \$16,485		194,590	-	194,590



DEPARTMENT: Behavioral Health  
 FUND: General  
 BUDGET UNIT: AAA MLH

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
18. Reimbursements Reimbursements are decreasing due to the following: 1) the elimination of a proposed transfer from the Department of Child Support for a Program Manager position in the amount of \$109,639 that was not needed in 2004-05 and that will not be needed in the upcoming year either. 2) a CalWORKs allocation reduction of \$90,602. 3) an increase in lease reimbursement from Alcohol and Drug Services in the amount of \$33,446.		166,795	-	166,795
19. Operating Transfers Out Operating transfers out increased due to an anticipated increase in Inpatient Fee-For-Service costs of \$700,000 based on current year trend and a new CIP requested to remodel Building #5 on Gilbert street to ease staff overcrowding in the amount of \$250,000.		950,000	-	950,000
20. Realignment Usage The Department anticipates a total increase in Mental Health Realignment usage of approximately \$7.3 million. Out of this increase, \$2.8 million is due to MOU increases, workers compensation increases, retirement increases and mid year changes not covered by other revenue sources. The difference of \$4.5 million is primarily related to contract increases. Ongoing Mental Health Realignment revenues for 2005-06 are estimated at \$60.3 million. The 2005-06 proposed budget continues to align ongoing expenditures with Realignment funding. Of the total Realignment revenue needed for 2005-06 (\$62.5 million), \$60.3 million is for ongoing operating costs and \$2.2 million is for one-time costs. The one-time costs consist of \$1.9 million for costs related to the new MEDITECH client data system implementation, \$250,000 for building renovation costs, and \$65,000 for one-time server and equipment purchases.		-	4,460,000	(4,460,000)
21. State, Federal or Government Aid State aid increases -The Managed Care allocation was increased by \$1.0 million primarily due to the change in the Medi-Cal sharing percentage to 50/50. The proposed budget includes an increase of \$541K in EPSDT due to the steady growth of providers added during the past two budget years. Federal Medi-Cal is projected to increase by \$2.0 million based on higher state allowable billing rates, expanded clinic hours and the continued increase in the FFS managed care network. Federal revenue reflects a decrease of \$1.3 million due to the termination of the FEMA grant that was awarded to the department to provide services associated with the 2003 Wildfire Project.		-	2,241,151	(2,241,151)
22. Current Services Insurance payments have been projected at the current trend. This is on a cash basis and fluctuates annually.		-	(31,104)	31,104
23. Other Revenue Other revenue decreased due to reduction in SSI revenue for IMD clients and revenue from clients receiving interim assistance to reflect current operating trends. In addition, the Wellness Grant was reduced based on the terms of the grant.		-	(307,595)	307,595
<b>Total</b>	<b>(22.6)</b>	<b>6,362,452</b>	<b>6,362,452</b>	<b>-</b>





## Alcohol and Drug Services

### DESCRIPTION OF MAJOR SERVICES

The Department of Behavioral Health's Alcohol and Drug Services program consists of comprehensive substance abuse prevention and treatment programs to county residents. Services are provided by 6 county operated clinics and approximately 30 contractors. The major components include outpatient, residential, prevention, methadone, and case management services. Annually, approximately 12,500 clients are served and over 80,000 hours of prevention services are performed.

Alcohol and Drug services (ADS) are primarily funded by federal block grant and state revenues (62%). The remaining sources of revenue are court fines for Driving Under the Influence (DUI) offenses, fees for services, and reimbursements provided by Human Services System (HSS) CalWORKs program and the Proposition 36 (Prop. 36) – Substance Abuse and Crime Prevention Act program. In addition, the county must fund the required maintenance of effort (MOE) for the block grant and state funds. The department's local cost of \$149,458 finances the required MOE.

### BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	19,218,436	20,577,850	18,267,996	19,085,440
Departmental Revenue	19,068,977	20,428,392	18,118,538	18,935,982
Local Cost	149,459	149,458	149,458	149,458
Budgeted Staffing		74.1		75.8
<b><u>Workload Indicators</u></b>				
Drug Abuse Prevention Hours	84,470	85,000	80,000	81,600
Residential Treatment Clients	2,399	2,500	2,313	2,475
Outpatient Treatment Clients	8,009	8,100	9,113	9,751
Methadone Treatment Clients	895	900	1,102	1,179

Overall, estimated expenditures are expected to be under budget by \$2.3 million.

The Department realized salary savings of \$0.8 million due to holding some positions vacant throughout the year.

Estimated services and supplies are \$1.7 million under budget. The variance is due to the following:

- Computer software expenses, which are estimated at approximately \$0.2 million less than budget. The 2004-05 budget included possible MEDITECH implementation costs, which did not materialize. All MEDITECH planning costs are being included in the 2005-06 Mental Health budget.
- Contract agency expenditures are estimated at \$1.1 million less than budget due to smaller than anticipated contract expenditures by Medi-Cal and CalWORKs providers.
- Medical/dental/laboratory supply purchases are estimated at approximately \$0.3 million less than budget. The 2004-05 budget included plans to purchase a large quantity of drug testing kits, to be utilized by the Prop. 36 clients. However, only a minimal number of kits were purchased due to lower than anticipated need.
- Miscellaneous net changes of approximately \$70,000 were primarily attributed to a significant savings in communication costs. The budget included plans for relocating staff and purchasing upgraded equipment, which neither materialized.

Estimated reimbursements are approximately \$150,000 less than budget due to under-spending of CalWORKs allocation funds. The department continues to explore ways to maximize this funding source.

Estimated revenues are also \$2.3 million less than budget. This budget unit is primarily funded by federal block grant and state general fund allocation and these revenues are estimated to decrease commensurately with the decrease in expenditures. Unspent Substance Abuse Prevention and Treatment (SAPT) funds are deposited in the Special Revenue fund SDH MLH, and must be spent within the next 18 months or they must be returned to

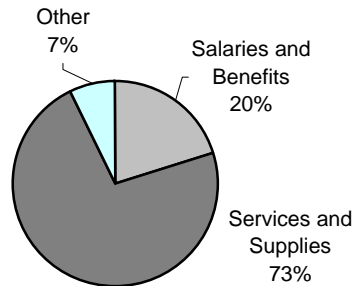




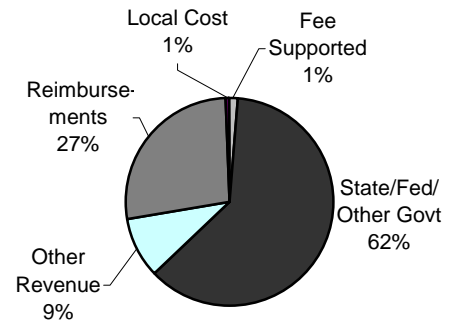
the state. The state requests that counties reserve between 20% and 30% of the annual allocation, for use in the following year. The department is currently maintaining a balance of approximately 28%.

All workload indicators were adjusted in the proposed budget to reflect current year trends.

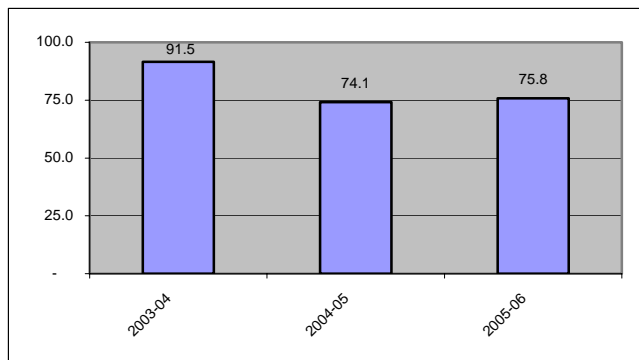
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



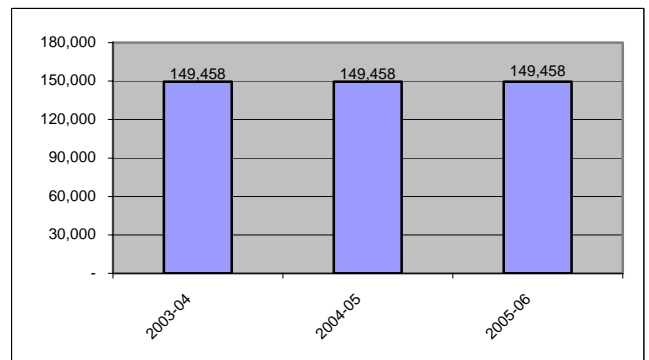
#### 2005-06 BREAKDOWN BY FINANCING SOURCE



#### 2005-06 STAFFING TREND CHART



#### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Alcohol and Drug Services  
FUND: General

BUDGET UNIT: AAA ADS  
FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b><u>Appropriation</u></b>							
Salaries and Benefits	3,902,758	4,713,977	376,785	-	5,090,762	230,123	5,320,885
Services and Supplies	18,553,264	20,228,376	(10,162)	-	20,218,214	(1,207,392)	19,010,822
Transfers	1,840,609	1,813,600	-	-	1,813,600	53,771	1,867,371
Total Exp Authority	24,296,631	26,755,953	366,623	-	27,122,576	(923,498)	26,199,078
Reimbursements	(6,028,635)	(6,178,103)	-	-	(6,178,103)	(935,535)	(7,113,638)
Total Appropriation	18,267,996	20,577,850	366,623	-	20,944,473	(1,859,033)	19,085,440
<b><u>Departmental Revenue</u></b>							
State, Fed or Gov't Aid	15,407,107	17,554,888	316,163	-	17,871,051	(1,782,716)	16,088,335
Current Services	365,530	215,982	6,964	-	222,946	165,807	388,753
Other Revenue	26,100	125,000	-	-	125,000	(94,000)	31,000
Other Financing Sources	2,319,801	2,532,522	-	-	2,532,522	-	2,532,522
Total Revenue	18,118,538	20,428,392	323,127	-	20,751,519	(1,710,909)	19,040,610
Operating Transfers In	-	-	43,496	-	43,496	(148,124)	(104,628)
Total Financing Sources	18,118,538	20,428,392	366,623	-	20,795,015	(1,859,033)	18,935,982
Local Cost	149,458	149,458	-	-	149,458	-	149,458
Budgeted Staffing		74.1	-	-	74.1	1.7	75.8

The majority of the Alcohol & Drug program services provided by the department are through contracted providers, which account for approximately 71% of total budgeted expenditures.

Budget to budget there is a decrease in both appropriations and revenue of \$1.5 million.

Salaries and benefits will increase by approximately \$0.6 million out of which sixty two percent is due to increased costs in retirement, workers compensation, and potential MOU increases. The other thirty-eight percent (230K) is due to the increase in budgeted staffing of 1.7 positions. There are no new positions being requested. The increase in budgeted positions is a result of transferring positions from the Mental Health budget to the Alcohol & Drug program, adding additional budget for a deputy director and a contracted doctor, and deleting a Mental Health Program Manager position no longer needed in the department.

Services and supplies will decrease by approximately \$1.2 million due to: 1) the restructure of contracts to reflect current year expenditures trend and an expansion on CalWORKs services; 2) a reduction in computer services expenditures as MEDITECH implementation costs are now reflected in the Mental Health budget; 3) a reduction in COWCAP charges; 4) a reduction in medical supplies to reflect current needs for drug testing kits for Prop. 36 clients; and 5) a minor reduction in miscellaneous expenditures including risk management insurance.

Transfers will increase by \$53,771 due to increases in rent expense and court administration partially offset by a minor decrease in EHAP.

Reimbursements will increase by \$0.9 million due to the net impact of increasing the CalWORKs and Prop. 36 budgets; partially offset by an increase in the collection of Prop. 36 fees as reflected in Current Services.

The 2005-06 proposed budget includes an accounting change for the SAPT Block Grant and transfer to the Special Revenue Fund SDH. Previous budgets reflected the entire allocation as part of the ADS budgeted revenue. However, amounts have been reduced to meet the guidelines set by the state to maintain a contingency of 20-30% in the SDH fund. The transfer is made possible by increases to Drug Court and Parolee Services Network (PSN) claims, Patient Payments and Insurance as well as reductions in contracted services.

Other revenue changes include a reduction in Other Revenue to reflect current collections of child care fees and a reduction in Operating Transfers In due to the projected increase in Parolee Services Network claims and insurance collections.



DEPARTMENT: Alcohol and Drug Services  
 FUND: General  
 BUDGET UNIT: AAA ADS

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Net transfer of staff between the Mental Health budget unit (MLH) and ADS Five positions were transferred from MLH to ADS and three were transferred from ADS to MLH to more accurately reflect the duties and funding of positions.	2.0	227,233	-	227,233
2. Delete Mental Health (MH) Program Manager position This position was incorrectly added to the ADS budget in 2004-05 and was also budgeted in the MLH budget. For 2005-06 is correctly budgeted in the MLH budget only.	(1.0)	(112,749)	-	(112,749)
3. Deputy Director MH Program position Added additional budget for vacant Deputy Director position expected to be filled in 2005-06.	0.3	32,128	-	32,128
4. Increase in contract doctor positions Hours were increased to adequately staff clinics to meet the growing demands of co-occurring disorders (mental health and drug and alcohol disorders). Expansion of clinic hours also resulted in the need for additional Doctor's (MD) time.	0.4	83,511	-	83,511
5. Software The 2004-05 budget included plans for the implementation of MEDITECH. However, these costs did not materialize. Planning estimates for MEDITECH have been included in the MLH budget for 2005-06.		(200,000)	-	(200,000)
6. COWCAP reduction COWCAP charges decreased for the 2005-06 year.		(110,414)	-	(110,414)
7. Service contract changes Several contracts are being restructured to reflect current year expenditure trend and to expand CalWORKS services. Additional CalWORKS funding was awarded and is reflected in Reimbursements. The net change is a decrease of \$521,446.		(521,446)	-	(521,446)
8. Reduce Medical Supplies The 2004-05 budget included plans to purchase a large quantity of drug testing kits, to be utilized by Prop. 36 clients. However, only a portion of these were purchased due to lower than anticipated need. The proposed budget includes plans to continue at the current purchasing level.		(330,344)	-	(330,344)
9. Miscellaneous Line-Item Changes Net decreases in miscellaneous costs such as phone services, food, and equipment rental.		(45,188)	-	(45,188)
10. Miscellaneous changes to Transfers Transfers changes include the following: Rent paid to Real Estate Services increased by \$33,446, Drug Court Administration transfer to Courts increased by \$22,798, and EHAP decreased by \$2,473		53,771	-	53,771
11. Changes to Reimbursements Net impact of increasing CalWORKS and Prop. 36 budgets, partially offset by an anticipated increased in Prop. 36 fees as reflected in Current Services. Minor adjustments were made to other reimbursements to reflect the Memorandum Of Understanding (MOU) increases in other departments.		(935,535)	-	(935,535)
12. State, Federal and Government Aid Increases to Drug Court and Parolee Services Network (PSN) claims, Patient Payments and Insurance as well as reductions in contracted expenses reduce the reliance on the SAPT Block Grant allocation. The unused revenue is now reflected in the special revenue fund SDH.		-	(1,782,716)	1,782,716
13. Current Services The 2004-05 budget did not include line-item budgets for Patient Payments and Insurance. The 2005-06 budget is based on current collection trends. Also contributing to this change is the anticipated increase in Prop. 36 fee collections.		-	165,807	(165,807)
14. Other Revenue (Child Care fees CPS) Child Care fees are decreased to reflect current collection trends.		-	(94,000)	94,000
15. Operating Transfers In from Special Revenue Funds Net result of proposed revenue and appropriations presented in the 2005-06 budget. The reduction in the required transfer is based on projected Drug Court and PSN claims continuing at the current level.		-	(148,124)	148,124
<b>Total</b>	<b>1.7</b>	<b>(1,859,033)</b>	<b>(1,859,033)</b>	<b>-</b>



## Special Patient Account

### DESCRIPTION OF MAJOR SERVICES

The Department of Behavioral Health established the special patient account to monitor funds set aside for special purposes. Revenues from Adopt-a-Duck and other donations are used for therapy supplies, poster contest awards, and other items for recovery centers.

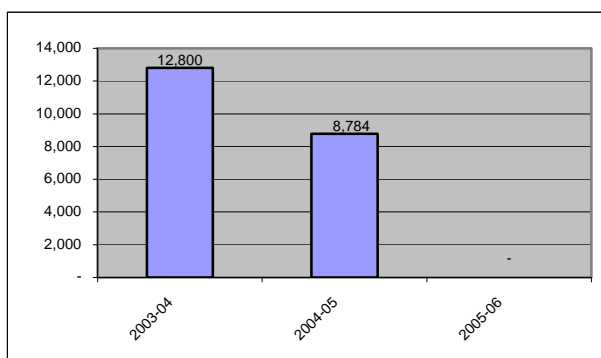
In 2004-05, the Adopt-A-Duck program was discontinued and the department is not anticipating receiving any other revenue. The department will fully expend the fund balance by June 30, 2005 to support clubhouse expenditures and will close the fund at the end of 2004-05.

There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	9,126	10,544	8,784	-
Departmental Revenue	5,110	1,760	-	-
Fund Balance		8,784		-

**2005-06 FUND BALANCE TREND CHART**



GROUP: Administrative/Executive  
DEPARTMENT: Behavioral Health  
FUND: Special Patient Account

BUDGET UNIT: RMC MLH  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

#### ANALYSIS OF 2005-06 BUDGET

	A 2004-05 Year-End Estimates	B 2004-05 Final Budget	C Cost to Maintain Current Program Services	D Board Approved Adjustments	B+C+D E Board Approved Base Budget	F Department Recommended Funded Adjustments (Schedule A)	E+F G 2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	8,784	10,544	-	-	10,544	(10,544)	-
Total Appropriation	8,784	10,544	-	-	10,544	(10,544)	-
<b>Departmental Revenue</b>							
Other Revenue	-	1,760	-	-	1,760	(1,760)	-
Total Revenue	-	1,760	-	-	1,760	(1,760)	-
Fund Balance		8,784	-	-	8,784	(8,784)	-



DEPARTMENT: Behavioral Health  
 FUND: Special Patient Account  
 BUDGET UNIT: RMC MLH

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Services and Supplies The balance of this account will be fully utilized in 2004-05. With the discontinuation of the Adopt-A-Duck program, the department is not anticipating any activity for this account. Therefore, the fund will be closed at the end of 2004-05.	-	(10,544)	-	(10,544)
2.	Other Revenue The balance of this account will be fully utilized in 2004-05. With the discontinuation of the Adopt-A-Duck program, the department is not anticipating any activity for this account. Therefore, the fund will be closed at the end of 2004-05.	-	-	(1,760)	1,760
Total		-	(10,544)	(1,760)	(8,784)



## Driving Under the Influence Programs

### DESCRIPTION OF MAJOR SERVICES

At the end of the 2001-02 year, this fund was converted from a trust fund to a special revenue fund due to an accounting change (GASB 34). This fund does not directly spend funds or provide services. It is strictly a financing budget with the actual expenditures occurring within the operating budget unit of Alcohol and Drug Services (ADS).

As per Title 9, Division 4, Chapter 3, 9878 (m) of the State regulations and Health and Safety Code 11837.8 (a), the Department of Behavioral Health charges fees to privately owned and operated vendors for monitoring their Penal Code (PC) 1000 and Driving Under the Influence (DUI) programs. The supervision of these programs resides with the county as indicated by Vehicle Code Section 1660.7.

Fees collected from privately owned and operated DUI programs within the county are deposited into this fund. Funds are then transferred to ADS as needed to meet the costs of ADS staff assigned to this function. These funds can only be used for the cost of monitoring the PC 1000 and DUI programs.

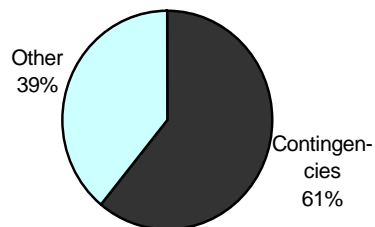
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

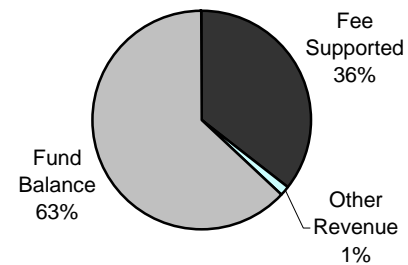
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	130,000	336,269	130,000	332,413
Departmental Revenue	105,743	111,254	114,685	122,713
Fund Balance		225,015		209,700

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriations in this budget unit are less than budgeted. The amount not expended is carried over to the subsequent year's budget.

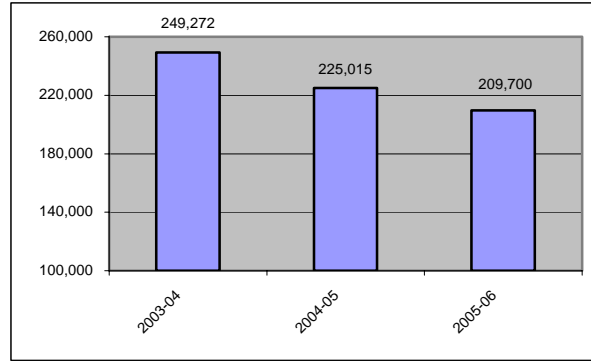
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Behavioral Health  
FUND: Driving Under the Influence Programs

BUDGET UNIT: SDC MLH  
FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	206,269	-	-	206,269	(3,856)	202,413
Total Appropriation	-	206,269	-	-	206,269	(3,856)	202,413
Oper Transfers Out	130,000	130,000	-	-	130,000	-	130,000
Total Requirements	130,000	336,269	-	-	336,269	(3,856)	332,413
<b>Departmental Revenue</b>							
Use Of Money & Prop	4,171	5,400	-	-	5,400	(937)	4,463
Current Services	110,514	105,854	-	-	105,854	12,396	118,250
Total Revenue	114,685	111,254	-	-	111,254	11,459	122,713
Fund Balance		225,015	-	-	225,015	(15,315)	209,700

DEPARTMENT: Behavioral Health  
FUND: Driving Under the Influence Programs  
BUDGET UNIT: SDC MLH

#### SCHEDULE A

#### DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Adjust Contingency Decreased contingencies based on current year net activity in the fund.	-	(3,856)	-	(3,856)
2. Interest Decreased interest revenue based on current trends.	-	-	(937)	937
3. Revenue Increased current services based on estimated collections of DUI fees.	-	-	12,396	(12,396)
<b>Total</b>	-	(3,856)	11,459	(15,315)



## State Block Grant Carryover Program

### DESCRIPTION OF MAJOR SERVICES

At the end of the 2001-02 year, this fund was converted from a trust fund to a special revenue fund due to an accounting change (GASB 34). This fund does not directly spend funds or provide services. It is strictly a financing budget with the actual expenditures occurring within the operating budget unit of Alcohol and Drug Services (ADS).

ADS utilizes the Special Revenue fund SDH to hold money received from the State Department of Alcohol and Drug Programs (ADP) under a multi-year cost reimbursement contract that allows the county to retain unused Substance Abuse Prevention and Treatment (SAPT) funds for use in the next fiscal year. These funds are to be spent on alcohol abuse prevention, education, and treatment in schools and the community as described in the annual update to the contract between the county and state. Funds are then transferred to ADS based on the needs of the program.

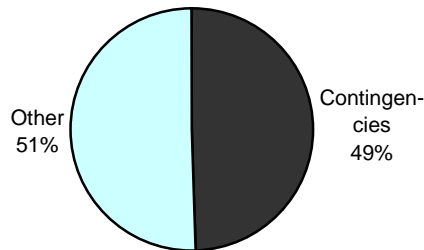
There is no staffing associated with this budget unit.

### **BUDGET AND WORKLOAD HISTORY**

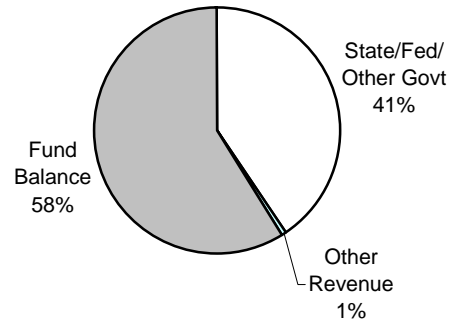
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	2,277,501	4,017,625	1,789,801	3,750,982
Departmental Revenue	2,502,196	1,525,000	1,508,939	1,539,219
Fund Balance		2,492,625		2,211,763

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriations in this budget unit are less than budgeted. The amount not expended is carried over to the subsequent year's budget.

### **2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY**

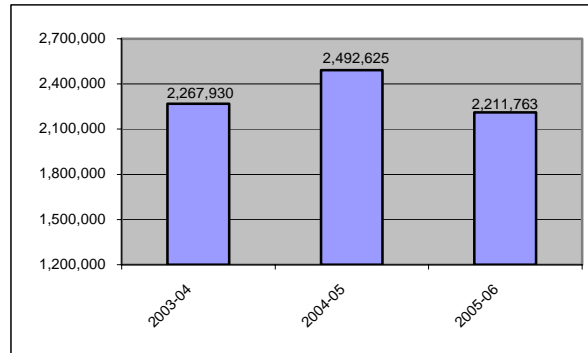


### **2005-06 BREAKDOWN BY FINANCING SOURCE**





### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Behavioral Health  
FUND: State Block Grants Carryover Program

BUDGET UNIT: SDH MLH  
FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	2,015,103	-	-	2,015,103	(162,015)	1,853,088
Total Appropriation	-	2,015,103	-	-	2,015,103	(162,015)	1,853,088
Oper Transfers Out	1,789,801	2,002,522	-	-	2,002,522	(104,628)	1,897,894
Total Requirements	1,789,801	4,017,625	-	-	4,017,625	(266,643)	3,750,982
<b>Departmental Revenue</b>							
Use Of Money & Prop	18,480	25,000	-	-	25,000	(5,781)	19,219
State, Fed or Gov't Aid	1,490,459	1,500,000	-	-	1,500,000	20,000	1,520,000
Total Revenue	1,508,939	1,525,000	-	-	1,525,000	14,219	1,539,219
Fund Balance		2,492,625	-	-	2,492,625	(280,862)	2,211,763

DEPARTMENT: Behavioral Health  
FUND: State Block Grants Carryover Program  
BUDGET UNIT: SDH MLH

#### SCHEDULE A

#### DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Adjust Contingency Decreased contingencies based on current year net activity in the fund.	-	(162,015)	-	(162,015)
2. Adjust transfers out Decreased transfers out based on net cost of maintaining the Alcohol and Drug Program operating budget.	-	(104,628)	-	(104,628)
3. Interest Decreased interest revenue based on current trends.	-	-	(5,781)	5,781
4. State allocation payments Increased revenue based on anticipated state allocation.	-	-	20,000	(20,000)
<b>Total</b>	-	(266,643)	14,219	(280,862)



## Court Alcohol and Drug Program

### DESCRIPTION OF MAJOR SERVICES

At the end of the 2001-02 year, this fund was converted from a trust fund to a special revenue fund due to an accounting change (GASB 34). This fund does not directly spend funds or provide services. It is strictly a financing budget with the actual expenditures occurring within the operating budget unit of Alcohol and Drug Services (ADS). The revenue transferred to ADS funds alcohol abuse prevention, education, and treatment in schools and the community.

The special revenue fund consists of three revenue sources:

- The first source is referred as Statham funds, which are fines collected from individuals convicted of Driving Under the Influence (DUI) offenses.
- The second source is fines imposed by Senate Bill 921 on September 23, 1986. The bill requires every person convicted of an offense involving a controlled substance to pay a drug program fee in an amount not to exceed \$100 for each separate offense. The money collected is to be used for drug abuse programs in the schools and the community.
- The third source is fines imposed by Senate Bill 920 on September 24, 1996. The bill requires persons convicted of specific alcohol related offenses to pay an additional alcohol abuse education and prevention penalty assessment in an amount not to exceed \$50. The money collected is to be used exclusively for alcohol abuse and prevention services.

All revenue is collected by the Courts and Central Collections and then transferred into this fund for later distribution to ADS.

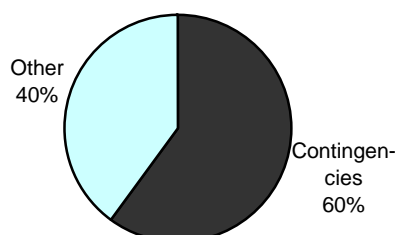
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

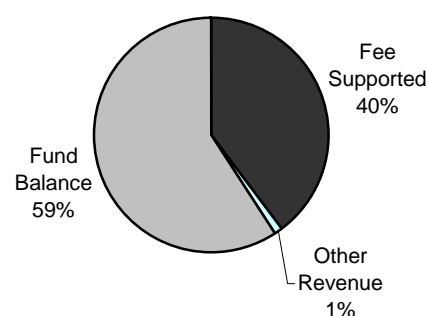
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	650,000	1,010,792	400,000	996,753
Departmental Revenue	385,125	420,000	398,274	407,687
Fund Balance		590,792		589,066

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriations in this budget unit are less than budgeted. The amount not expended is carried over to the subsequent year's budget.

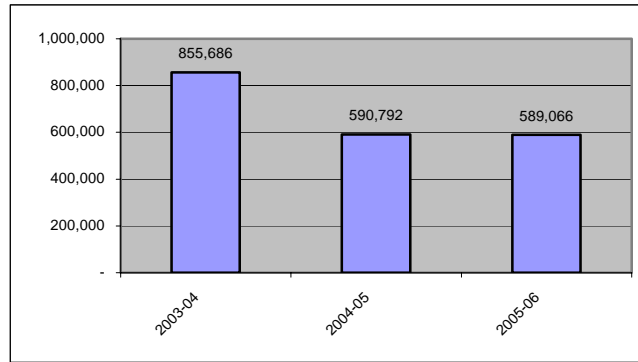
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



## 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Behavioral Health  
 FUND: Court Alcohol & Drug Program

BUDGET UNIT: SDI MLH  
 FUNCTION: Health & Sanitation  
 ACTIVITY: Hospital Care

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	610,792	-	-	610,792	(14,039)	596,753
Total Appropriation	-	610,792	-	-	610,792	(14,039)	596,753
Oper Transfers Out	400,000	400,000	-	-	400,000	-	400,000
Total Requirements	400,000	1,010,792	-	-	1,010,792	(14,039)	996,753
<b>Departmental Revenue</b>							
Fines and Forfeitures	386,857	400,000	-	-	400,000	(4,000)	396,000
Use Of Money & Prop	11,417	20,000	-	-	20,000	(8,313)	11,687
Total Revenue	398,274	420,000	-	-	420,000	(12,313)	407,687
Fund Balance		590,792	-	-	590,792	(1,726)	589,066

DEPARTMENT: Behavioral Health  
 FUND: Court Alcohol & Drug Program  
 BUDGET UNIT: SDI MLH

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Adjust Contingencies Decreased contingencies based on current year net activity in the fund.	-	(14,039)	-	(14,039)
2. Fines and Forfeitures Decreased fines and forfeitures revenue based on current collection trends.	-	-	(4,000)	4,000
3. Interest revenue Decreased interest revenue based on current trends.	-	-	(8,313)	8,313
<b>Total</b>	-	(14,039)	(12,313)	(1,726)

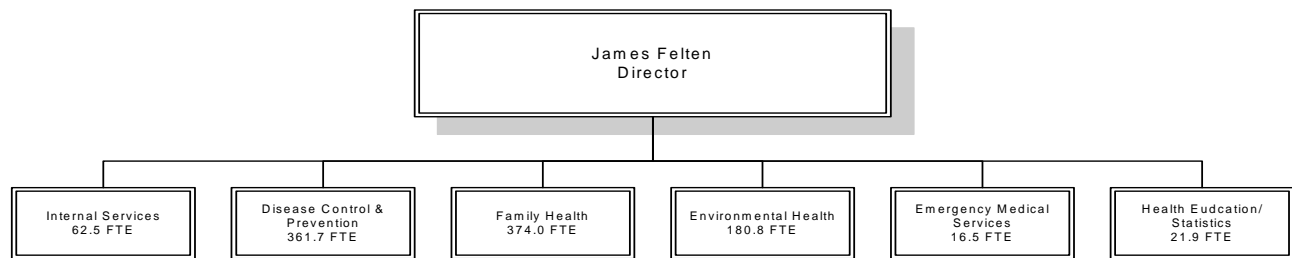


## PUBLIC HEALTH James Felten

### MISSION STATEMENT

To promote and improve the health, safety, well being, and quality of life of San Bernardino County residents and visitors.

### ORGANIZATIONAL CHART



### SUMMARY OF BUDGET UNITS

	2005-06				
	Appropriation	Revenue	Local Cost	Fund Balance	Staffing
Public Health	81,063,921	80,044,539	1,019,382		860.4
California Children's Services	13,934,654	12,396,613	1,538,041		158.0
Indigent Ambulance	472,501	-	472,501		-
Bio-Terrorism Preparedness	3,902,416	2,821,551		1,080,865	-
Vital Statistics State Fees	465,522	148,300		317,222	-
Ambulance Performance Based Fines	300,000	300,000		-	-
Vector Control Assessments	3,718,145	1,824,900		1,893,245	-
<b>TOTAL</b>	<b>103,857,159</b>	<b>97,535,903</b>	<b>3,029,924</b>	<b>3,291,332</b>	<b>1,018.4</b>

## Public Health

### DESCRIPTION OF MAJOR SERVICES

The Department of Public Health provides a wide range of services to prevent diseases and improve the health, safety, and quality of life for residents and visitors of San Bernardino County. The department operates over thirty different programs, many of which are mandated by the State Health and Safety Code. Funding comes from state and federal grants, local fees, charges for services, tax revenue, and a small amount of county general fund for Animal Care & Control related expenses. Many programmatic changes occurred during the year including: response to the arrival of West Nile Virus, implementation of ABC restaurant grading, implementation of an illegal vendor ordinance in conjunction with Code Enforcement and the Sheriff, incorporation of a 501(c)(3) organization to support Animal Care and Control, implementation of an expanded smoking ordinance, creation of a new lead abatement program to improve child health, successful negotiation of performance based ambulance contracts, and an expansion of the Devore animal shelter, to name a few. Some of our ongoing key service delivery functions are described below.

#### Communicable Disease Control and Prevention

Disease control services relate to the surveillance and prevention of illness and disease. Clinical programs providing prevention, education, diagnosis, and treatment of health issues of particular public importance include infectious disease programs, such as tuberculosis and HIV/AIDS, and a comprehensive reproductive health program. Other disease control functions include management of the countywide immunization tracking system, provision of vital public health immunizations, and monitoring of disease patterns and occurrence.



Several programs aim to prevent or reduce the significant burden that chronic disease and cancer have on the county. Tobacco use prevention and education is an important piece of this effort, as is a program working to promote healthy lifestyles through exercise and healthy eating. Traditional screening for selected gender-specific cancers is also provided through collaborative efforts with community and health care partners. The department has optimized such activities by joining other members of the Community Health Coalition to develop strategies for combating the serious impact of coronary heart disease, the leading cause of death in San Bernardino County. The county has the highest age-adjusted death rate due to coronary heart disease of all counties in California.

#### Bio-Terrorism Response and Emergency Medical Services

As a result of a federal initiative, the department has developed a Comprehensive Bio-Terrorism Preparedness and Response plan. It details strategies for working with multiple partners to improve response capabilities in the event of a bio-terrorism incident or other public health emergency. One vital program that enhances the county's capacity to respond quickly to emergencies is the public health laboratory. Its Level B designation enables rapid, sophisticated testing to investigate any possible terror-related causes of illness. That responsibility covers not only San Bernardino, but two neighboring counties as well.

In the coming two years, our Bio-Terrorism Response program has contracted to conduct a number of live and tabletop exercises to train staff how to implement the response plan and how our emergency operations structure works. This program is a follow up to a successful tabletop exercise and a statewide live exercise conducted in the 2004-05 year.

#### Maternal and Child Health

Services focus on the prevention of disease or disability to maximize the potential of an individual or family unit and promote healthy outcomes in high-risk populations. Staff is dedicated to a philosophy of excellence in providing comprehensive client-centered services that are culturally sensitive and improve the health and well being of children, adolescents, and families in our communities. There is also a commitment to establishing and maintaining collaborative working partnerships with our communities that respect both clients and employees.

Clinical programs providing diagnosis, treatment, and education focus on prenatal care and child health. The Child Health Gateway program helps assure uninsured children, less than 19 years of age, a medical home for preventive and curative health services. In addition, several programs provide both home and community based services. These programs target families and youth at risk for child abuse, family violence, teen pregnancy, truancy, juvenile probation, and medical neglect.

#### Environmental Health Services

The purpose of environmental health services is to prevent, eliminate, or reduce hazards that could adversely affect health, safety, and quality of life through an integrated and comprehensive array of programs.

The Food Protection program assures food provided for human consumption is of good quality, safe, free of adulteration, and properly labeled and advertised. Facility plans are reviewed to verify they are constructed according to code and food is stored, prepared, and served under clean, safe, and sanitary conditions.

The Recreational Health program ensures all public recreational waters and public swimming pools and spas are free of safety hazards, disease and life-threatening exposures. The Housing Program also provides safety by inspecting for code compliance in dwellings such as multi-family units, motels/hotels, and bed and breakfasts to promote housing free of environmental health hazards.

The regulatory activities of the Water program protect the safety of the County's drinking water. The Waste program has a similar authority in regulating the proper storage, disposal, and transportation of solid waste.

To prevent the spread of disease by carriers like mosquitoes, flies, and rodents, the Vector Control program conducts constant monitoring, surveillance, and control activities. West Nile Virus has spread throughout much of the United States, including San Bernardino County. The Vector Control staff works closely with the Epidemiology staff to investigate West Nile Virus cases to prevent further disease.

The Animal Care and Control program protects the public from rabies through mass vaccination of the County pet dog population, stray animal abatement (through enforcement of the leash law), wild life rabies surveillance,



quarantine of biting animals, laboratory examination of animals for rabies, and public education. In addition, the program investigates animal complaints and provides safe sheltering care, return, adoption, or as a last resort, the humane euthanasia of unwanted animals.

## BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	73,652,517	76,224,425	76,377,658	81,063,921
Departmental Revenue	72,978,701	75,572,315	75,381,958	80,044,539
Local Cost	673,816	652,110	995,700	1,019,382
Budgeted Staffing		862.8		860.4

### Workload Indicators

Patient Visits	102,052	106,966	112,769	112,037
Immunizations	93,167	120,515	85,000	95,000
Lab Examinations	102,992	102,550	100,000	100,000
Home Visits	16,760	18,900	15,336	16,500
Animal Control Responses	328,765	314,000	314,000	314,000
WIC Vouchers Distributed	783,114	792,000	792,000	792,000
Inspections/Permits	34,883	40,269	40,207	38,484

Year-end estimates for 2004-05 are largely on target with very little variance to adopted budget. Services and Supplies, Equipment, and Vehicle expenditures are estimated to be higher than the adopted budget. Each of these categories had significant budget increases approved mid-year by the Board of Supervisors.

- Services and supplies also experienced a significant unbudgeted expenditure as a result of a medical revenue enhancement contract. The department paid the vendor per the terms of the contract; however, budget was insufficient due to the state unexpectedly paying three years worth of claims in the current year resulting in higher than anticipated amounts owed to the vendor. These expenditures are offset by revenues and may result in the department needing additional appropriation at year-end.
- Equipment and Vehicle expenditures are estimated to be significantly higher than the adopted budget as a result of Bio-Terrorism response related purchases that were approved by the Board of Supervisors as a mid-year action.
- Transfer payments are expected to come in significantly under budget as a result of lower than anticipated lease costs and reduced information technology support from Human Services System (HSS).

Total estimated revenues are also generally in line with budget except for a few areas.

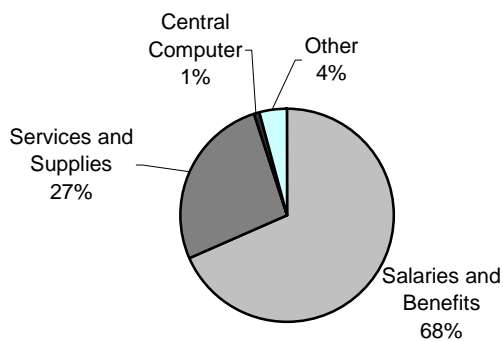
- One-time prior year revenues associated with the medical revenue enhancement project mentioned in the paragraph above resulted in State/Federal revenues being higher than originally budgeted.
- Other revenue is expected to come in significantly below budget because of a reclassification of revenue. Performance based ambulance contract administration revenue was received in the Current Services category but was budgeted in Other Revenue.
- Current Services revenue under performed even with the recognition of the performance based contract revenue in this category. A number of small revenue sources in this category came in below budget, but the primary shortfall is estimated to occur in reduced lab revenue testing for both HIV/AIDS and Alcohol/Drug services.
- Operating transfers in are estimated to come in significantly higher than originally budgeted as a result of the Board's mid-year action to approve additional equipment and vehicles purchases for the Bio-Terrorism response program.

Workloads estimates experienced variance between budget and estimate in three categories.

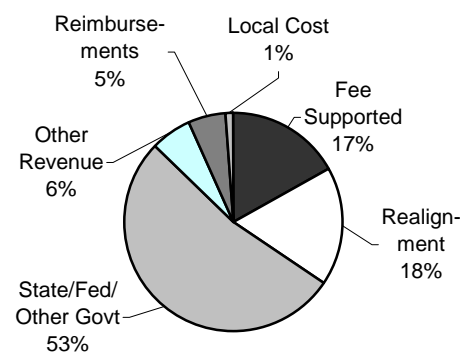


- Immunizations were down year-over-year as well as compared to budget. The year-over-year from 93,167 to an estimated 85,000 is primarily the result of the flu vaccine issue that arose during the year. The department worked much more closely with outside entities to get the vaccine in the most critical populations, which resulted in the department not performing as many vaccinations as would be typical in a year. The budgeted number of 120,515 in hindsight was overly aggressive and projected an increase in year-over-year flu vaccinations, which obviously did not happen, as well as increased travel vaccinations, which tend to pick up with the economy.
- Estimated home visits are down as the department scaled back on home visits funded by medical targeted case management. That trend continues into the 2005-06 year budget. This revenue, which requires a local match, was used as a stopgap measure, which allowed the department to ramp down staffing to avoid layoffs in the previous two budget years.

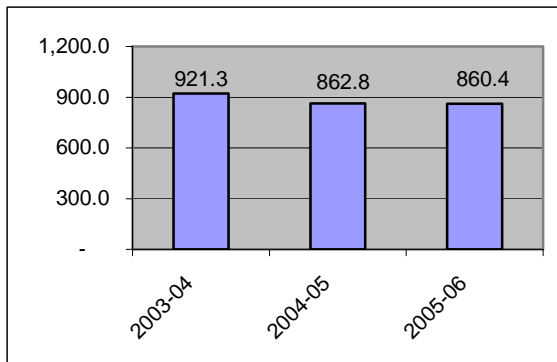
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



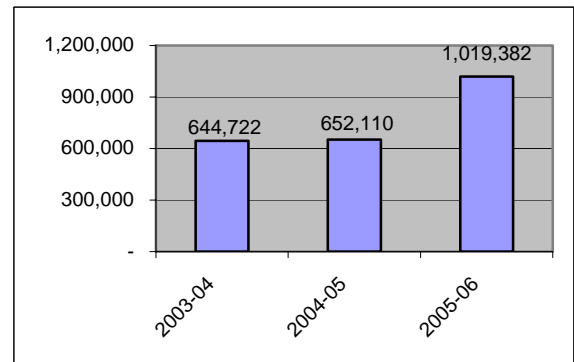
#### 2005-06 BREAKDOWN BY FINANCING SOURCE



#### 2005-06 STAFFING TREND CHART



#### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Public Health  
FUND: General

BUDGET UNIT: AAA PHL  
FUNCTION: Health and Sanitation  
ACTIVITY: Health Care

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	52,128,737	53,812,002	4,928,415	153,772	58,894,189	(472,846)	58,421,343
Services and Supplies	23,350,464	22,008,876	822,047	433,335	23,264,258	(282,860)	22,981,398
Central Computer	543,087	543,087	27,987	-	571,074	-	571,074
Equipment	298,641	130,000	65,000	-	195,000	194,295	389,295
Vehicles	748,213	-	-	-	-	20,149	20,149
Transfers	2,969,436	3,319,080	-	13,198	3,332,278	(77,006)	3,255,272
Total Exp Authority	80,038,578	79,813,045	5,843,449	600,305	86,256,799	(618,268)	85,638,531
Reimbursements	(3,660,920)	(3,588,620)	-	-	(3,588,620)	(985,990)	(4,574,610)
Total Appropriation	76,377,658	76,224,425	5,843,449	600,305	82,668,179	(1,604,258)	81,063,921
<b>Departmental Revenue</b>							
Taxes	122,000	122,000	-	-	122,000	-	122,000
Licenses and Permits	6,323,363	6,381,011	-	-	6,381,011	56,092	6,437,103
Fines and Forfeitures	262,000	262,000	-	-	262,000	-	262,000
Realignment	13,486,065	14,078,852	53,800	-	14,132,652	862,507	14,995,159
State, Fed or Gov't Aid	42,585,191	42,264,250	5,253,266	600,305	48,117,821	(3,034,120)	45,083,701
Current Services	7,020,629	7,358,366	-	-	7,358,366	485,414	7,843,780
Other Revenue	95,065	486,176	-	-	486,176	(396,976)	89,200
Total Revenue	69,894,313	70,952,655	5,307,066	600,305	76,860,026	(2,027,083)	74,832,943
Operating Transfers In	5,487,645	4,619,660	169,111	-	4,788,771	422,825	5,211,596
Total Financing Sources	75,381,958	75,572,315	5,476,177	600,305	81,648,797	(1,604,258)	80,044,539
Local Cost	995,700	652,110	367,272	-	1,019,382	-	1,019,382
Budgeted Staffing		862.8	3.0	3.0	868.8	(8.4)	860.4

Appropriation is increasing by \$4,839,496 and includes the following changes:

- For the third straight budget year, salary and benefit costs are expected to increase at a double-digit percentage rate as a result of increases in workers compensation, retirement, and anticipated MOU increases reflected in the Cost to Maintain Current Program Services Column. Departmental revenues, which are primarily state and federal grants have been unable to keep pace with the rapid increases in the costs over the last few years. The department has monitored staffing levels diligently over the last three years and has fortunately not had to seek Board of Supervisors approval to implement the layoff plans that were developed during the prior two years' budgets. This year the department is in the fortunate position of not needing to develop a layoff plan and is taking advantage of that situation to restructure staffing to meet workload demands. Furthermore, it will also be necessary to once again transfer staff between programs to ensure that staffing is allocated appropriately to available funding streams. The result of all these changes is a total increase in Salaries and Benefits costs of \$4,609,341 and a net reduction in budgeted staffing of 2.4. Out of this increase, \$4.1 million is related to the cost increases mentioned above, the rest is related to additional positions approved during Base Budget partially offset by the Department's recommended reductions in positions.
- Services and supplies are increasing by \$972,522. Of this increase, sixty-three percent or \$615,195 is reflected in the Cost to Maintain Current Services Program Column and is related to increases in malpractice insurance (\$517,353) and inflation (\$310,501), partially offset by decreases in Risk Management insurance cost (\$212,659). The rest of the cost increases of \$357,327 are related to contracts approved in Base Budget (Cost to Maintain column - \$206,852 and Board Approved Changes column - \$433,335) partially offset by recommended decreases of \$282,860 due to the elimination of one-time expenses associated with moving costs for Bio-Terrorism Response, which is now co-located with Inland Counties Emergency Medical Agency (ICEMA), and one-time costs associated with new space for ICEMA's performance based contract work unit.





- Equipment purchases are increasing this year by a total of \$259,295 (65,000 in the Cost to Maintain column). The Bio-Terrorism program continues to spend funds on laboratory and safety equipment. Additionally, now that the budget has stabilized programs are electing to purchase replacement equipment that has been delayed during the previous two years when we were forced to consider layoffs. To that end, the budget also requests four photocopier and six server replacements.
- Vehicles purchases are increasing by \$20,149 due to a plan purchase of an equipment trailer to store the Bio-Terrorism response equipment.
- Transfers out to other departments are decreasing by \$63,808 with lease cost increases being more than offset by reduced payments to Human Services System (HSS) for audit and information technology support.
- Reimbursements from other departments are increasing by \$985,990 as a result of increases in nursing services provided to CalWORKs, expansion of the Child Health RxforKids program, and additional program support provided to California Children Services (CCS).

Departmental revenue is increasing by \$4,472,224 and includes the following changes:

- Licenses and Permits revenue is increasing by \$56,092 due to increasing animal control license revenues.
- Realignment is increasing by \$916,307 to support internal cost increases associated with medical malpractice and workers compensation increases.
- State and federal funding is increasing by \$2,819,451 primarily as a result of additional revenues for Bio-Terrorism response support from the Health Resources and Services Administration (HRSA), additional Women's, Infants, and Children (WIC) caseload funding, and increased Reproductive Health revenues. These increases offset a reduction in targeted case management revenues mentioned in Budget and Workload History, above.
- Other revenue/Current Services are changing primarily as the result of a reclassification of revenues from Other Revenue to Current Services and other miscellaneous increases, for a net increased of \$88,438.
- Operating transfers in are increasing by \$591,936 for Vector Control for West Nile Virus (WNV) response efforts and increases in Bio-Terrorism response expenditures.

Local Cost increased by \$367,272 as reflected in the Cost to Maintain Current Program Services column and is all related to the Animal Care and Control program. This additional local cost will fund the restoration of six positions, will restate equipment purchases to replace aging/failing equipment that were previously eliminated as part of cost cutting measures in recent budgets, and will fund the Salaries and Benefits costs increases related to the Animal Care and Control program.

DEPARTMENT: Public Health  
FUND: General  
BUDGET UNIT: AAA PHL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
<p>1. Staffing and Salary/Benefit Adjustments</p> <p>(8.4) (472,846) - (472,846)</p> <p>For each of the prior two budgets, the department has developed a layoff plan because of budget shortfalls resulting from significantly increased salary and benefit costs. Those plans were not implemented as a result of transfers and reassignments of those staff in positions being deleted. During that period programs within the department, in an attempt to avoid layoffs, often deleted positions based on whether or not they were vacant and did not necessarily focus on which positions were required to do the work. In this budget the department is not in danger of having layoffs and is taking advantage of the opportunity to adjust the mix of classifications as necessary based on the dramatic changes in the prior 2 years' budgets. Total changes include 38.8 position deletions and 30.4 position additions for a net decrease of 8.4 positions.</p> <p>Major programmatic staffing changes include the following deletions:</p> <ul style="list-style-type: none"> <li>- Nutrition/WIC - 12.0 positions</li> <li>- Maternal Health - 2.2 positions</li> <li>- Reproductive - 3.5 positions</li> <li>- Epidemiology - 6.1 positions</li> <li>- Laboratory - 0.8 position</li> <li>- Administration - 3.0 positions</li> <li>- Child Health - 11.2 positions</li> </ul> <p>These reduction in staffing was partially offset by the following additions:</p> <ul style="list-style-type: none"> <li>- Nutrition/WIC - 4.2 Public Service Employees that are part-time for a breastfeeding program with expected work hours of 10 per position.</li> <li>- Maternal Health/Perinatal - 4.0 positions as follows: <ul style="list-style-type: none"> <li>0.5 Supervising Public Health Nurse</li> <li>1.0 Health Education Specialist I</li> <li>0.7 Health Education Specialist II</li> <li>0.6 Social Services Practitioner</li> <li>1.0 Staff Analyst II</li> <li>0.2 Contracted Medical Doctor</li> </ul> </li> <li>- Reproductive Health/AIDS/STD - 1.3 positions as follows: <ul style="list-style-type: none"> <li>0.3 Clinical Therapist</li> <li>1.0 Staff Analyst II</li> </ul> </li> <li>- Epidemiology - 2.9 positions as follows: <ul style="list-style-type: none"> <li>2.4 License Vocational Nurse II</li> <li>0.5 Communicable Disease Investigator</li> </ul> </li> <li>- Laboratory - 1.0 Fiscal Clerk II</li> <li>- Administrative - 6.2 positions as follows: <ul style="list-style-type: none"> <li>1.4 Accountant I</li> <li>1.0 Automated Systems Analyst I</li> <li>0.9 Business Applications Manager</li> <li>0.2 Health Education Assistant</li> <li>0.3 Automated Systems Technician</li> <li>0.2 Fiscal Clerk II</li> <li>0.2 Administrative Clerk II</li> <li>0.4 Clerk III</li> <li>0.5 Accountant II</li> <li>1.0 Fiscal Clerk I</li> <li>0.1 EMS Nurse</li> </ul> </li> <li>- Bio-Terrorism Response - 1.0 Nurse Educator</li> <li>- Nurse Staff - 2.9 Nurse Practitioners <ul style="list-style-type: none"> <li>1.3 Nurse Practitioners</li> <li>0.1 EMS Nurse</li> <li>1.0 Contract Public Health Nurse</li> <li>0.5 Public Health Nurse</li> </ul> </li> <li>- Environmental Health - 6.9 new positions as follows: <ul style="list-style-type: none"> <li>0.1 Environmental Health Specialist III</li> <li>1.0 Environmental Health Specialist II</li> <li>1.9 Environmental Technician I</li> <li>1.9 Vector Control Technician</li> <li>1.0 Supervising Environmental Health Specialist</li> <li>1.0 Fiscal Clerk II</li> </ul> </li> </ul>				
<p>2. Services &amp; Supplies</p> <p>(282,860) - (282,860)</p> <p>Services &amp; Supplies are recommended to decrease by \$282,860. This change is primarily the result of reductions in Bio-Terrorism and ICEMA as they eliminate one time expenditures associated with their co-location at 515 N. Arrowhead and the cost of new space for the Ambulance Performance Based Contracts work unit. Within this category Professional Services are increasing as a result of Bio-Terrorism re-directing some of that one-time expenditure savings toward professional contracts for staff training, including a number of table-top and live action training scenarios in which the department will open its Departmental Operations Center.</p>				
<p>3. Equipment</p> <p>194,295 - 194,295</p> <p>Equipment purchases are increasing by \$194,295. Proposed equipment purchases include:</p> <ul style="list-style-type: none"> <li>-Vital Statistics - \$11k for a replacement photocopier</li> <li>-Information Technology - \$11k for a replacement photocopier</li> <li>-Department-wide infrastructure - \$130k for 6 replacement computer servers</li> <li>-Child Health - \$20k for a replacement photocopier</li> <li>-Immunizations - \$15k for a replacement server</li> <li>-Maternal Health - \$15k for a data card embosser</li> <li>-Family Planning - \$12k for 2 coloposcopes</li> <li>-Bio-Terrorism - \$140,295 for 4 pieces of lab equipment and 1 server</li> <li>-Family Violence Prevention - \$20k for a replacement copier</li> <li>-Waste Management - \$15k for a replacement server</li> </ul>				
<p>4. Vehicles</p> <p>20,149 - 20,149</p> <p>Budgeted vehicles are increasing by \$20,149 to purchase an equipment trailer for the Bio-Terrorism response program.</p>				



## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
5. Transfers Transfers are reduced by \$77,006 as a result of three changes: - rent increases of \$49,562 - reduction in EHAP charges of \$1,321 - reduction in administrative services purchased from HSS of \$125,247		(77,006)	-	(77,006)
6. Reimbursements Reimbursements are increasing (represented by a negative number) by \$985,990 as a result of 3 changes: - Increased nursing services provided to CalWorks for \$756,200 - Expansion of the existing Child Health RxforKids program \$196,800 - And higher administrative support costs billed to California Children's services \$32,990		(985,990)	-	(985,990)
7. Licenses and Permits Licenses and Permits revenues are being adjusted to reflect current revenue trends. These revenues fluctuate with demand for these services. Changes are being made in 4 categories for a total net increase of \$56,092: - Ambulance/EMS permits increased \$42,350 - Animal Control Licenses increased by \$116,920 - Animal Establishment licenses reduced by \$5,828 - Environmental Health permits reduced by \$97,350		-	56,092	(56,092)
8. Realignment Realignment is increasing by \$862,507 to fund rising costs associated with medical malpractice and workers compensation increases that the department is unable to pass on to grants.		-	862,507	(862,507)
9. Deletion of Cost to Maintain Program Revenue Assumption When targets are set by the Board of Supervisors, it is assumed that State/Federal grant funding will cover expenses associated with MOU, inflation, etc. This does not reflect what actually happens to the department's revenue stream. Of the \$5,476,117 identified as total financing, \$4,626,420 in "State, Fed, or Gov't Aid" is an assumption. Typically the state and federal governments do not supplement our funding streams to cover increased costs, but, because of the mechanics of target setting these assumptions must be made by the Administrative Office. This entry backs out those assumptions and replaces them with the actual budgetary changes identified below in the "State Revenue" and "Federal Revenue" lines.		-	(4,626,420)	4,626,420
10. State Revenue The department is proposing to increase State revenue by \$1,285,438. State revenue is the largest financing source in the department's budget accounting for approximately 37% of all financing. Most of the Department's programs receive some type of state funding. Programmatic state funding changes include: Bio-Terrorism funding from HRSA - increase of \$738,074 Adolescent & Family Life funding - increase of \$755,286 Office of Traffic Safety funding - increase of \$325,500 Nutrition Network/Project Lean funding - increase of \$762,266 Other miscellaneous increases totaling \$73,083 Child Health funding - decrease of \$236,900 AIDS/HIV funding - decrease of \$556,676 Tobacco Use Reduction funding from tobacco tax - decrease of \$210,008 Medi-Cal/FPACT - decrease of \$365,187		-	1,285,438	(1,285,438)
11. Federal Revenue Federal revenues are budgeted to increase by \$306,862. Changes include: - Medi-Cal Administrative Activity/Targeted Case Management revenue decrease of \$1,146,270 - Increased Title I HIV/AIDS funds from prior year rollover of \$391,247 - Lead Hazard program increase of \$216,900 - Maternal Health new funding for an Eliminating Disparities project of \$750,000 - Reproductive Health funding increase of \$79,817 - Miscellaneous other increases of \$15,168		-	306,862	(306,862)
12. Current Revenue Current revenues are fees/charges for provision of services. Overall, current revenues are budgeted to increase by \$485,414. Changes include: - Ambulance Performance Contract administrative revenue increase of \$380,001 (this is a re-categorization - it was in Other Revenue at \$400,556) - Animal Control field/shelter fee revenue increase of \$76,514 - Waste Management tipping fee increase of \$301,739 - Funding decrease from the Public Health Institute of \$258,500 - Miscellaneous other decreases of \$14,340		-	485,414	(485,414)
13. Other Revenue Other revenue is decreasing by \$396,976. Changes include: - Ambulance Performance Contract administrative charges now budgeted in Current Revenue resulting in a decrease of \$400,556 - Miscellaneous other increases of \$3,580		-	(396,976)	396,976
14. Operating Transfers In These are transfers in from the department's three special revenue funds for Bio-Terrorism Preparedness, Vital Statistics, and Vector Control. Changes are as follows: Bio-Terrorism Preparedness - increase of \$120,175 as a result of staffing cost increases and the addition of a Nurse Educator Vector Control - increase of \$311,900 as a result of additional positions for WNV response and overall staff cost increases Vital Statistics - decrease of \$9,250 due to the elimination of some one-time expenditures budgeted in the 2004-05 year		-	422,825	(422,825)
<b>Total</b>	(8.4)	(1,604,258)	(1,604,258)	-



DEPARTMENT: Public Health  
 FUND: General  
 BUDGET UNIT: AAA PHL

## SCHEDULE C

## FEE REQUEST SUMMARY

Brief Description of Fee Request	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Annual EMS pre-hospital provider late penalty Providers have been submitting applications at the beginning of the year but not paying fees until late in the year, requiring a significant amount of staff time following up to collect. Implementation of this penalty will encourage timely payment or cover the cost of the additional follow up work.	-	5,700	5,700	-
2. EMS Dispatchers Certification This aligns the fees charged to dispatchers with that charged to Emergency Medical Transporters (EMT)s and first responders. The amount of work involved in processing the certifications for all these groups are the same. This increase of \$5 corrects this oversight. These fees should have all been adjusted equally in prior years' fee requests.	-	15	15	-
3. EMS Dispatchers Recertification This aligns the fees charged to dispatchers with that charged to Emergency Medical Transporters (EMT)s and first responders. The amount of work involved in processing the certifications for all these groups are the same. This increase of \$5 corrects this oversight. These fees should have all been adjusted equally in prior years' fee requests.	-	15	15	-
4. Protocol Curriculum Update Instruction There is currently no fee for this service that is provided by the Inland Counties Emergency Medical Agency (ICEMA). This request would allow ICEMA to collect revenue for its existing train-the-trainer protocol class. Currently the Advanced Life Support (ALS) Coordinator spends approximately 12 days, plus Clerk II support time, to prepare and teach these classes and prepare materials. This fee would allow ICEMA to recoup the costs for time and material associated with this course.	-	5,100	5,100	-
5. DOJ Live Scan fingerprint service The Board approved ICEMA's request to allow access to background information via the Department of Justice (DOJ) Live Scan fingerprint services on December 21, 2004. The DOJ charges \$32 per person for this service and approval of this fee will allow ICEMA to recoup those costs from the applicant.	-	18,816	18,816	-
6. Statistical Research This is a new proposed fee of \$50/hour. Often times the department is contacted by students, reporters, other health providers, etc. to provide data or analysis under a public records request. Many times the data is not in a desired format or in one source document requiring staff time above and beyond what is required under a public records request. The department desires to be helpful to outside entities seeking information, but, the burden of providing hundreds of hours of work beyond what is required under the law is becoming financially burdensome. This fee would allow the department to recoup those costs while still giving outside entities the opportunity to get more helpful information than the raw data or canned report that we would provide for free per their public records request.	-	20,000	20,000	-
7. Environmental Health Requested increase to all fees involving Environmental Health Services (EHS) hourly rate (currently \$52/hour). EHS has not requested a change to this hourly rate in several years although salary and benefit costs for employees has increased annually. The new rate is a compilation of average of current hourly rate, vehicle and overhead costs. If approved, additional revenue will offset a portion of the costs to provide services that are charged by the hour.	-	36,594	36,594	-
<b>Total</b>	-	86,240	86,240	-





# 2005-06 REVISED/NEW FEE REQUESTS PROGRAM SUMMARY

GROUP NAME: Administrative/Executive  
DEPARTMENT NAME: Public Health  
FUND NAME : General  
BUDGET UNIT: AAA PHL  
PROGRAM: Environmental Health

PROGRAM APPROPRIATION AS CURRENTLY BUDGETED	
Budgeted Appropriation	\$ 5,046,231

PROGRAM APPROPRIATION IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriation	\$ 5,082,825

DIFFERENCES  
(See Following Page  
for Details)

\$ 36,594

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	50,076
Fee Revenue for fees not listed	4,897,535
Non Fee Revenue	98,620
Local Cost	
Budgeted Sources	\$ 5,046,231

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	86,670
Fee Revenue for fees not listed	4,897,535
Non Fee Revenue	98,620
Local Cost	-
Revised Sources	\$ 5,082,825

36,594

-

-

-

\$ 36,594

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Change in Employee Related Costs	
Inflationary Costs	
Other	36,594
Total	\$ 36,594

## Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:

Requested increase to all fees involving Environmental Health Services (EHS) hourly rate (currently \$52/hour). EHS has not requested a change to this hourly rate in several years although salary and benefit costs for employees has increased annually. The new rate is a compilation of average of current hourly rate, vehicle and overhead costs. If approved, additional revenue will offset a portion of the costs to provide services that are charged by the hour.



# 2005-06 REVISED/NEW FEE REQUESTS FEE SUMMARY

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** Environmental Health

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0213 (B)(a)(6)(D)	Laboratory Analysis: Other analysis	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	Requested increase to all fees involving EHS hourly rate (currently \$52/hour). EHS has not requested a change to this hourly rate in several years although salary and benefit costs for employees has increased annually. The new rate is a compilation of average of current hourly rate, vehicle and overhead costs and will bring EHS in line with hourly rates charged in other County departments. If approved, additional revenue will offset a portion of the costs to provide services that are charged by the hour.
16.0213 (B)(a)(7)	Environmental health education/training/ support services	\$ 52.00	65	\$ 3,380	\$ 90.00	65	\$ 5,850	\$ 38.00	-	\$ 2,470	\$ 2,470	See above
16.0213 (B)(a)(8)(A)	Professional Services Fees: Special inspection rate	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See above
16.0213 (B)(a)(8)(B)	Professional Services Fees: Special review/ consultation	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See above
16.0213 (B)(a)(8)(C)	Professional service fees: Sanitary survey	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See above
16.0213 (B)(a)(8)(D)	Professional service fees: Compliance/ reinspection fee	\$ 52.00	100	\$ 5,200	\$ 90.00	100	\$ 9,000	\$ 38.00	-	\$ 3,800	\$ 3,800	See above
16.0213 (B)(a)(8)(E)	Professional service fees: Expert witness fee	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See above
16.0213 (B)(b)(16)(K) (note)	Swimming Pool and Special Use Pools: Swimming lagoons and water slides / plan checks	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See above



2005-06 REVISED/NEW FEE REQUESTS  
FEE SUMMARY

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** Environmental Health

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0213 (B)(b)(16)(L)	Food/Recreational Health Program Fees: Second reinspection	\$ 52.00	100	\$ 5,200	\$ 90.00	100	\$ 9,000	\$ 38.00	-	\$ 3,800	\$ 3,800	See Above
16.0213 (B)(b)(17)	Food/Recreational Health Program Fees: Re-score inspection	\$ 52.00	600	\$ 31,200	\$ 90.00	600	\$ 54,000	\$ 38.00	-	\$ 22,800	\$ 22,800	See Above
16.0213 (B)(d)(3)	Vector Control Program Fees: Reinspections of equestrian establishments and commercial poultry operations	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(d)(4)	Vector Control Program Fees: Mosquito control services	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(g)(1)(A)	Land Use Fees: Minor event	\$ 52.00	3	\$ 156	\$ 90.00	3	\$ 270	\$ 38.00	-	\$ 114	\$ 114	See Above
16.0213 (B)(g)(1)(B)	Land Use Fees: Major event	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(g)(2)	Land Use Fees: Acoustical review	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(h)(2)(D) (I)	Water/Waste Water Program Fees: New permit applications	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above



**2005-06 REVISED/NEW FEE REQUESTS  
FEE SUMMARY**

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** Environmental Health

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0213 (B)(h)(2)(D) (II)	Water/Waste Water Program Fees: Ownership change applications	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	-	See Above
16.0213 (B)(h)(2)(D) (III)	Water/Waste Water Program Fees: Permit amendments	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	-	See Above
16.0213 (B)(h)(2)(D) (IV)	Water/Waste Water Program Fees: Enforcement actions	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	-	See Above
16.0213 (B)(h)(2)(D) (V)	Water/Waste Water Program Fees: Requests for variances/ exemptions/ waivers	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	-	See Above
16.0213 (B)(h)(5)(B)	Water/Waste Water Program Fees: Application review	\$ 52.00	79	\$ 4,108	\$ 90.00	79	\$ 7,110	\$ 38.00	-	\$ 3,002	\$ 3,002	See Above
16.0213 (B)(h)(11)(B) (I)	Water/Waste Water Program Fees: Plan checking/ review	\$ 52.00	2	\$ 104	\$ 90.00	2	\$ 180	\$ 38.00	-	\$ 76	\$ 76	See Above
16.0213 (B)(h)(11)(B) (II)	Water/Waste Water Program Fees: Field inspection	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	-	See Above
16.0213 (B)(i)(10)	Housing Program Fees: Housing program special enforcement	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	-	See Above





2005-06 REVISED/NEW FEE REQUESTS  
FEE SUMMARY

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** Environmental Health

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0213 (B)(j)(1)(A) (I)	Local Enforcement Agency (LEA) for Solid Waste Mgmt Fees: Application review	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(1)(A) (II)	LEA for Solid Waste Mgmt Fees: Exception application review	\$ 52.00	1	\$ 52	\$ 90.00	1	\$ 90	\$ 38.00	-	\$ 38	\$ 38	See Above
16.0213 (B)(j)(1)(B) (I)	LEA for Solid Waste Mgmt Fees: Temporary permit application review	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(A) (I)	LEA for Solid Waste Mgmt Fees: Full or standardized permit tier	\$ 52.00	2	\$ 104	\$ 90.00	2	\$ 180	\$ 38.00	-	\$ 76	\$ 76	See Above
16.0213 (B)(j)(2)(A) (II)	LEA for Solid Waste Mgmt Fees: Standardized permit tier for non- hazardous petroleum	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(A) (III)	LEA for Solid Waste Mgmt Fees: Registration permit tier	\$ 52.00	1	\$ 52	\$ 90.00	1	\$ 90	\$ 38.00	-	\$ 38	\$ 38	See Above
16.0213 (B)(j)(2)(A) (IV)	LEA for Solid Waste Mgmt Fees: Notification permit tier	\$ 52.00	6	\$ 312	\$ 90.00	6	\$ 540	\$ 38.00	-	\$ 228	\$ 228	See Above
16.0213 (B)(j)(2)(A) (V)	LEA for Solid Waste Mgmt Fees: Notification permit tier for non- hazardous petroleum contaminated soil	\$ 52.00	2	\$ 104	\$ 90.00	2	\$ 180	\$ 38.00	-	\$ 76	\$ 76	See Above



2005-06 REVISED/NEW FEE REQUESTS  
FEE SUMMARY

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** Environmental Health

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
16.0213 (B)(j)(2)(A) (VI)	LEA for Solid Waste Mgmt Fees: Request for exemption (from a Full Solid Waste Facilities Permit)	\$ 52.00	1	\$ 52	\$ 90.00	1	\$ 90	\$ 38.00	-	\$ 38	\$ 38	See Above
16.0213 (B)(j)(2)(A) (VII)	LEA for Solid Waste Mgmt Fees: Special evaluation projects	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(A) (VIII)(i)	LEA for Solid Waste Mgmt Fees: Site Closure plan: Final	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(B) (XIII)	LEA for Solid Waste Mgmt Fees: Special regulatory inspections and enforcement actions (including preparation for and attendance at office hearings/ legal proceedings, etc.)	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(A) (VIII)(ii)	LEA for Solid Waste Mgmt Fees: Site Closure plan: Preliminary	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(A) (IX)	LEA for Solid Waste Mgmt Fees: Preparation of Permit Review Reports (PRR) (where required for facilities and operations)	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above
16.0213 (B)(j)(2)(A) (X)	LEA for Solid Waste Mgmt Fees: Facilities/ operations permit amendments (not requiring concurrence by the CIWMB)	\$ 52.00	1	\$ 52	\$ 90.00	1	\$ 90	\$ 38.00	-	\$ 38	\$ 38	See Above
16.0213 (B)(j)(2)(B) (XIII)	LEA for Solid Waste Mgmt Fees: Special regulatory inspections and enforcement actions (including preparation for and attendance at office hearings/ legal proceedings, etc.)	\$ 52.00	-	\$ -	\$ 90.00	-	\$ -	\$ 38.00	-	\$ -	\$ -	See Above



2005-06 REVISED/NEW FEE REQUESTS  
PROGRAM SUMMARY

GROUP NAME: Administrative/Executive  
DEPARTMENT NAME: Public Health  
FUND NAME : General  
BUDGET UNIT: AAA PHL  
PROGRAM: ICEMA

PROGRAM APPROPRIATION AS CURRENTLY BUDGETED	
Budgeted Appropriation	\$ 1,386,729

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	150
Fee Revenue for fees not listed	136,700
Non Fee Revenue	1,249,879
Local Cost	-
Budgeted Sources	\$ 1,386,729

PROGRAM APPROPRIATION IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriation	\$ 1,416,375

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	29,796
Fee Revenue for fees not listed	136,700
Non Fee Revenue	1,249,879
Local Cost	-
Revised Sources	\$ 1,416,375

DIFFERENCES (See Following Page for Details)	
\$	29,646
	29,646
	-
	-
	-
\$	29,646

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Change in Employee Related Costs	
Inflationary Costs	
Other	29,646
Total	\$ 29,646

**Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:**  
Private and public ambulance providers and first responders have been submitting permit and authorization applications at the beginning of the fiscal year, but not paying fees until the end of the fiscal year. This results in staff writing notices and making telephone calls reminding companies and agencies of their financial obligations. This consumes 50% of a Clerk III's time to monitor. By adopting the penalty fee, the Clerk III would be relieved of these obligations allowing her to assist the Advanced Life Support and Basic Life Support Coordinators. The Protocol Update Class fee would allow the offsetting of costs for the time and materials involved in offering the class. All other certification fees are \$30, so to increase the EMS dispatchers to \$30 would make the fee for all certifications the same. The Department of Justice background fee is to offset the cost associated with the fingerprinting and background check. This request passes on the \$32 cost to the applicant. Even though most of the fees are related to staffing costs, if approved they will increase services and supplies that were reduced to afford personnel costs.



# 2005-06 REVISED/NEW FEE REQUESTS FEE SUMMARY

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** ICEMA

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
Ordinance 3860 Section 16.0213A(a) (3)(A)(II)	Administration/ Annual EMS pre- hospital provider late penalty	\$ -	-	\$ -	\$285	20	\$ 5,700	\$ 285.00	20	\$ 5,700	\$ 5,700	50% of a Clerk III's time is consumed monitoring ambulance and first responder companies that do not pay permit and authorization fees in a timely fashion. Follow-up letters and telephone calls reminding companies consume Services & Supplies line items. Approval will offset these costs.
Ordinance 3860 Section 16.0213A(a)(4) (F)(I)	EMS certification fees/EMS dispatchers Certification	\$ 25.00	3	\$ 75	\$30	3	\$ 90	\$ 5.00	-	\$ 15	\$ 15	Make dispatchers' fees consistent with fees for Emergency Medical Transporters (EMT) I's and first responders, since the clerical work required to process applications is the same.
Ordinance 3860 Section 16.0213A(a) (4)(F)(II)	EMS certification fees/EMS dispatchers Recertification	\$ 25.00	3	\$ 75	\$30	3	\$ 90	\$ 5.00	-	\$ 15	\$ 15	Make dispatchers' fees consistent with fees for Emergency Medical Transporters (EMT) I's and first responders, since the clerical work required to process applications is the same.
Ordinance 3860 Section 16.0213A(a) (4)(J)(IV)	Training program approval/Protocol Update Curriculum Instruction	\$ -	-	\$ -	\$300	17	\$ 5,100	\$ 300.00	17	\$ 5,100	\$ 5,100	Inland Counties Emergency Medical Agency (ICEMA) has never had a Board-of-Supervisors-approved fee for the train-the-trainer Protocol class. The Advanced Life Support Coordinator spends 2 weeks in preparation and 2 days to teach the class. The Clerk II helps design the manual and assemble materials in binders. Supplies include burning a Compact Disk for participants to use in teaching others.
Ordinance 3860 Section 16.0213A(a) (5)(C)	EMS temporary special events/DOJ background check		-	\$ -	\$32	588	\$ 18,816	\$ 32.00	588	\$ 18,816	\$ 18,816	Board Agenda Item #53 on December 21, 2004 authorized ICEMA to access summary critical history information from the Department of Justice (DOJ) through the Live Scan fingerprint service prior to initial certification of EMT-I's. The Department of Justice fee for fingerprinting is \$32 per person.



2005-06 REVISED/NEW FEE REQUESTS  
PROGRAM SUMMARY

GROUP NAME: Administrative/Executive  
DEPARTMENT NAME: Public Health  
FUND NAME : General  
BUDGET UNIT: AAA PHL  
PROGRAM: Program Analysis & Statistics

PROGRAM APPROPRIATION AS CURRENTLY BUDGETED	
Budgeted Appropriation	\$ 933,121

PROGRAM APPROPRIATION IF FEE REVISIONS ARE ACCEPTED	
Revised Appropriation	\$ 953,121

DIFFERENCES (See Following Page for Details)	
	\$ 20,000

PROGRAM FUNDING SOURCES AS CURRENTLY BUDGETED	
Current Fee Revenue for listed fees	-
Fee Revenue for fees not listed	685,950
Non Fee Revenue	247,171
Local Cost	
Budgeted Sources	\$ 933,121

PROGRAM FUNDING SOURCES IF FEE REVISIONS ARE ACCEPTED	
Fee Revenue for listed fees	20,000
Fee Revenue for fees not listed	685,950
Non Fee Revenue	247,171
Local Cost	-
Revised Sources	\$ 953,121

	20,000
	-
	-
	-
	\$ 20,000

SUMMARY OF JUSTIFICATION FOR FEE REQUEST(S)	
Change in Employee Related Costs	
Inflationary Costs	
Other	20,000
Total	\$ 20,000

**Summary of Justification for Fee Request(s) and the Budgetary Impact to Program if Fee(s) are approved:**  
This is a new proposed fee of \$50/hour. Often times the department is contacted by students, reporters, other health providers, etc. to provide data or analysis under a public records request. Many times the data is not in a desired format or staff must check multiple source documents to comply with the request. This involves staff time above and beyond what is required under a public records request. The department desires to be helpful to outside entities seeking information, but the burden of providing hundreds of hours of work beyond what is required under the law is financially draining. This fee would allow the department to recoup statistical research costs, enabling outside entities the opportunity to receive more detailed information than the basic information provided for free. Although this fee is related to staffing costs, if approved it will increase services and supplies that were reduced to afford personnel costs.



**2005-06 REVISED/NEW FEE REQUESTS  
FEE SUMMARY**

**GROUP NAME:** Administrative/Executive  
**DEPARTMENT NAME:** Public Health  
**FUND NAME :** General  
**PROGRAM:** Program Analysis & Statistics

CURRENT FEE ORDINANCE/ CODE SECTION	FEE TITLE/ DESCRIPTION	CURRENT FEE	CURRENT UNITS IN BUDGET	CURRENT FEE REVENUE	PROPOSED FEE	PROPOSED UNITS	PROPOSED/ NEW FEE REVENUE	CHANGE IN FEE	CHANGE IN UNITS	CHANGE IN REVENUE	INCREASE IN APPROP	JUSTIFICATION FOR REQUEST INCLUDE BUDGETARY IMPACT IF FEE IS APPROVED
New - 16.023A (a)(6)	Administration: Statistical Research	\$ -	400	\$ -	\$ 50.00	400	\$ 20,000	\$ 50.00	-	\$ 20,000	\$ 20,000	Increases in requests for compiled or analyzed data from outside persons or agencies has begun to cause financial strain to the program. This fee will allow for the continued provision of detailed, researched information to those entities.

## California Children's Services

### DESCRIPTION OF MAJOR SERVICES

California Children's Services (CCS) is a state program that provides case management, diagnosis, and treatment services to individuals up to 21 years of age with severe qualifying medical conditions and whose families are unable to pay for all or part of their care. State law requires the county to maintain a mandated minimum funding level. In addition to realignment dollars and the county's mandated contribution, funding also comes from Medi-Cal, private insurance, and patient co-payments. Revenues are based upon individual client eligibility for specific programs such as Medi-Cal, Healthy Families, or CCS alone (people who do not qualify for other programs or cannot afford to pay their Medi-Cal co-share payments).

The revenue breakdown among federal, state, realignment, and county general fund support depends on the type of services provided under this program. This program provides two types of services:

- 1) Administrative Component – Case management activities which include determining program eligibility, evaluating needs for specific services, determining the appropriate providers, and authorizing/paying for medically necessary care. Administrative funding is based on staffing standards and caseload mix of CCS clients. In other words, it depends on which federal, state, or county program in which the children are enrolled.
  - a) Medi-Cal accounts for approximately 85%. Federal and state funds reimburse CCS for 100% of the costs.
  - b) Healthy Families accounts for approximately 10%. This federal and state program reimburses CCS for 82.5% of the costs. The remaining 17.5% local share is equally funded by Social Services Realignment (8.75%) and general fund support (8.75%).
  - c) CCS or Non-Medi-Cal caseload accounts for approximately 5%. Federal and state funds account for 50% of the costs associated with treating this clientele. The remaining 50% is split equally between Social Services Realignment (25%) and general fund support (25%).
- 2) Medical Therapy Component – Provides physical therapy, occupational therapy, and medical therapy conference services. Licensed physical therapists and certified occupational therapists provide evaluation, treatment, consultation services, and case management.
  - a) The state reimburses the county 50% of the costs incurred by this program. The remaining 50% is equally funded by Social Services Realignment and general fund support. Additionally, this program is allowed to bill Medi-Cal for therapy provided to Medi-Cal eligible clients. Approximately 70% of the caseload in the medical therapy component is Medi-Cal eligible.

### BUDGET AND WORKLOAD HISTORY

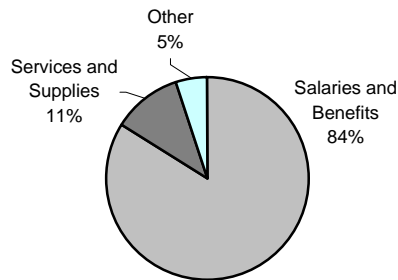
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	10,044,604	12,713,007	11,645,315	13,934,654
Departmental Revenue	8,567,764	11,174,966	10,374,196	12,396,613
Local Cost	1,476,840	1,538,041	1,271,119	1,538,041
Budgeted Staffing		149.6		158.0
<b><u>Workload Indicators</u></b>				
Cases Managed	10,344	12,137	11,030	11,360
Therapy Units	34,418	36,200	36,400	37,550
Claims Processed	176,171	-	-	-

Caseload in the administrative unit is continuing to grow although at a slower rate than projected. Therapy caseload is projected to increase at a faster rate than budgeted. The county has a higher share of cost for therapy; however, the program has been successful in seeking funding for and currently has 4.65 budgeted staff funded 100% by state revenue instead of the normal cost sharing ratios.

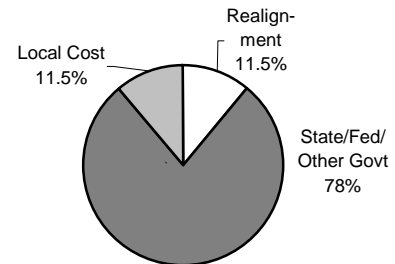


The department is projecting to be slightly under budget in the 2004-05 year primarily as a result of salary savings associated with the department's continued effort to keep staffing at a minimum in an attempt to avoid any potential layoff scenarios should programs like CCS, which are primarily state and federally funded, come under pressure as a result of the difficult budget situations at higher levels of government.

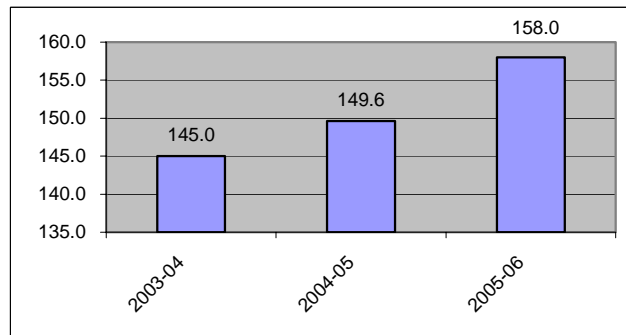
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



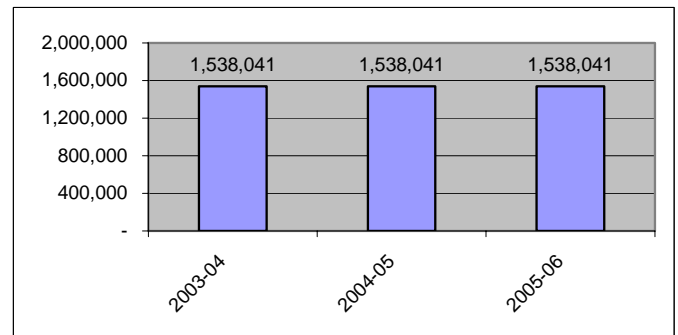
#### 2005-06 BREAKDOWN BY FINANCING SOURCE



#### 2005-06 STAFFING TREND CHART



#### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: California Children's Services  
FUND: General

BUDGET UNIT: AAA CCS  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Salaries and Benefits	9,604,700	10,469,301	857,688	-	11,326,989	357,600	11,684,589
Services and Supplies	1,398,235	1,601,326	(510)	-	1,600,816	(37,542)	1,563,274
Equipment	10,000	10,000	-	-	10,000	-	10,000
Transfers	632,380	632,380	-	-	632,380	44,411	676,791
Total Appropriation	11,645,315	12,713,007	857,178	-	13,570,185	364,469	13,934,654
<b>Departmental Revenue</b>							
Realignment	1,271,118	1,538,041	-	-	1,538,041	-	1,538,041
State, Fed or Gov't Aid	9,001,735	9,609,265	857,178	-	10,466,443	357,629	10,824,072
Current Services	30,650	27,400	-	-	27,400	4,000	31,400
Other Revenue	70,693	260	-	-	260	2,840	3,100
Total Revenue	10,374,196	11,174,966	857,178	-	12,032,144	364,469	12,396,613
Local Cost	1,271,119	1,538,041	-	-	1,538,041	-	1,538,041
Budgeted Staffing		149.6	-	-	149.6	8.4	158.0





In 2005-06 the department will incur increased costs in retirement, workers compensation, central computer charges and inflationary services and supplies purchases and will incur decreased costs in risk management insurance. In addition, this budget unit included an estimated increase in salaries and benefits related to the pending negotiations, as this cost is financed by departmental revenues. These costs changes are reflected in the Cost to Maintain Current Program Services column.

Department changes to budget include a net increase of 8.4 positions for a total cost of \$357,600. The department requests the addition of five new positions in the therapy unit and two positions in the administrative unit (these two positions are approximately 92% funded by state and federal revenue). In addition to these 7 positions, budgeted staffing is also increasing by 1.4 positions to reflect the full-year staffing for some positions that were budgeted for only a portion of the year in 2004-05. State and federal revenue is increasing accordingly to fund the addition of these positions.

DEPARTMENT: California Children's Services  
FUND: General  
BUDGET UNIT: AAA CCS

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Salary Increases	8.4	357,600	-	357,600
Salary expense is increasing for two reasons: 7 new positions added as a result of increasing caseloads and an increase of 1.4 in budgeted staffing to reflect the full-year staffing for positions that were budgeted for only a portion of the year in 2004-05. The breakdown for the new positions is as follows:				
1.0 Physical Therapy Aide				
2.0 Social Worker II				
3.0 Pediatric Rehabilitation Therapist I				
1.0 Pediatric Rehabilitation Therapist II				
2. Reduced Services and Supplies		(37,542)	-	(37,542)
Services and supplies are reduced to accommodate increased salary expenses as well as to reflect the elimination of one-time costs associated with the programs move to new lease space in the 2004-05 year.				
3. Increase in Transfers Out		44,411	-	44,411
Transfers out are increased to reflect payments to the following:				
1) Public Health budget unit for automated systems support staff, staff analyst support, and an 900 hours of a Nutritionist which is a new support for 2005-06 (\$32,990).				
2) Real Estate Services department for increased lease expense (\$8,840).				
3) Human Resources department for EHAP cost (\$2,581).				
4. Increased State Revenue		-	357,629	(357,629)
State revenue is increasing as a result of a 3.7% increase in caseload for therapy services.				
5. Current Service Revenues		-	4,000	(4,000)
This is a minor increase in enrollment fees based on current caseload trends.				
6. Other Revenues		-	2,840	(2,840)
Other revenues reflect funds received for care as a result of legal settlements which repay the department for expenses incurred treating clients. This revenue can fluctuate dramatically from year to year. We are increasing the estimate slightly based on a conservative estimate of prior years' experience.				
<b>Total</b>	<b>8.4</b>	<b>364,469</b>	<b>364,469</b>	<b>-</b>



## Indigent Ambulance

### DESCRIPTION OF MAJOR SERVICES

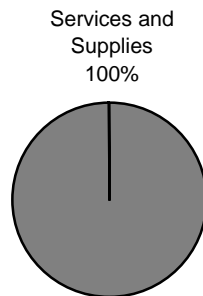
This budget provides financing for those ambulance contractors who transport indigents to the Arrowhead Regional Medical Center, or the closest hospital under certain life-threatening situations. It also funds transport of indigent tuberculosis patients to Riverside County Hospital for treatment, and up to the extent of available appropriations, pays for the Sheriff's Department transport of indigent inmates (with the remainder paid directly by the Sheriff's Department). The appropriations in this budget unit are maintained at a constant level.

There is no staffing associated with this budget unit.

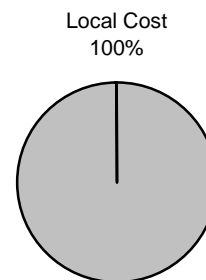
### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	472,425	472,501	472,501	472,501
Departmental Revenue	-	-	-	-
Local Cost	472,425	472,501	472,501	472,501

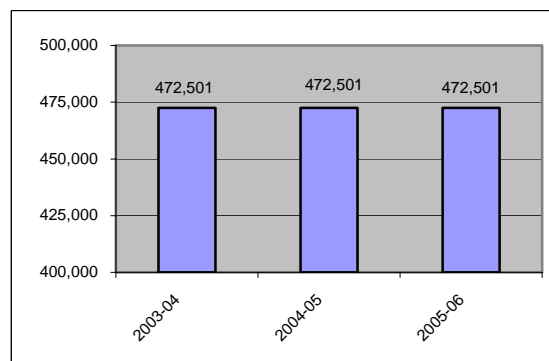
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Indigent Ambulance  
 FUND: General Fund

BUDGET UNIT: AAA EMC  
 FUNCTION: Health and Sanitation  
 ACTIVITY: Hospital Care

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	472,501	472,501	-	-	472,501	-	472,501
Total Appropriation	472,501	472,501	-	-	472,501	-	472,501
Local Cost	472,501	472,501	-	-	472,501	-	472,501



## Bio-Terrorism Preparedness

### DESCRIPTION OF MAJOR SERVICES

State bio-terrorism funds are received into this budget and transferred out as needed to Public Health to reimburse for actual bio-terrorism preparedness related expenditures. This is a financing budget unit only; no actual expenditures or activities are conducted via this budget unit.

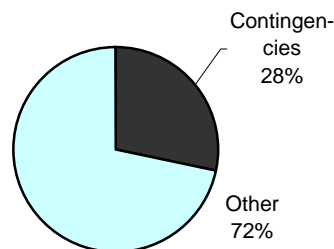
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

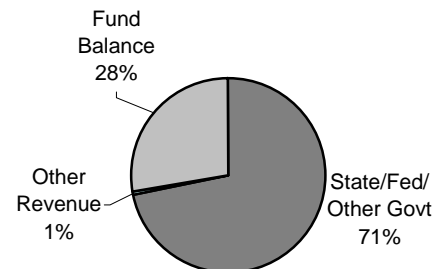
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	2,049,513	3,388,618	2,418,809	3,902,416
Departmental Revenue	2,271,952	2,451,340	2,562,396	2,821,551
Fund Balance		937,278		1,080,865

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriations in this budget unit are less than budgeted. The amount not expended is carried over to the subsequent year's budget.

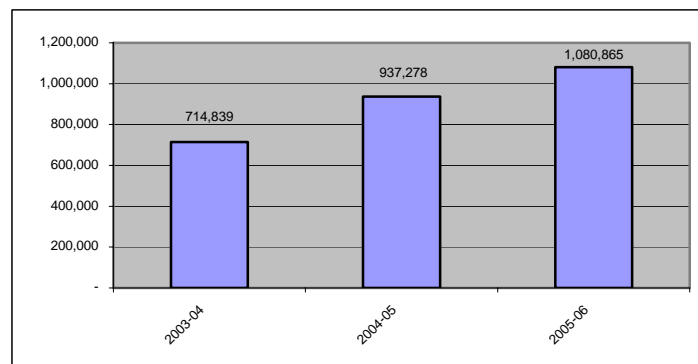
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Public Health  
 FUND: Bio-Terrorism Preparedness

BUDGET UNIT: RPL PHL  
 FUNCTION: Public Protection  
 ACTIVITY: Other Protection

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	642,633	-	-	642,633	463,232	1,105,865
Total Appropriation	-	642,633	-	-	642,633	463,232	1,105,865
Oper Transfers Out	2,418,809	2,745,985	-	-	2,745,985	50,566	2,796,551
Total Requirements	2,418,809	3,388,618	-	-	3,388,618	513,798	3,902,416
<b>Departmental Revenue</b>							
Use Of Money & Prop	20,000	20,000	-	-	20,000	5,000	25,000
State, Fed or Gov't Aid	2,542,396	2,431,340	-	-	2,431,340	365,211	2,796,551
Total Revenue	2,562,396	2,451,340	-	-	2,451,340	370,211	2,821,551
Fund Balance		937,278	-	-	937,278	143,587	1,080,865

DEPARTMENT: Public Health  
 FUND: Bio-Terrorism Preparedness  
 BUDGET UNIT: RPL PHL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Contingencies	-	463,232	-	463,232
Available fund balance not directed towards transfers out are budgeted as contingencies in this budget unit. Should the department need to draw additional funds for Bio-Terrorism (BT) related activities, it will return to the Board of Supervisors for approval to use these contingency funds.				
2. Transfers Out	-	50,566	-	50,566
Transfer out fund Bio-Terrorism response activities in the Public Health program. The full-time staff dedicated to this program are moving into leased space adjacent to the Inland Counties Emergency Medical Agency (ICEMA) in late 2004-05. In 2005-06 a full year of lease costs are budgeted in Public Health resulting in the need for higher Transfer Out from this budget to fund it. Additionally, BT is ramping up its staff training schedule in the coming year to include a number of live and table top exercises.				
3. Interest	-	-	5,000	(5,000)
Interest revenue is expected to increase based on a higher available fund balance.				
4. State Revenue	-	-	365,211	(365,211)
Bio-terrorism revenue fluctuates from year to year based on changes in the state and federal budgets. One-time funds for specific purposes are also available occasionally and are difficult to predict resulting in swings in revenue.				
<b>Total</b>	<b>-</b>	<b>513,798</b>	<b>370,211</b>	<b>143,587</b>



## Vital Statistics State Fees

### DESCRIPTION OF MAJOR SERVICES

This fund holds fees set by the state and collected from purchasers of birth and death certificates. Funds are transferred to Public Health to fund Vital Statistics expenditures. Per Health and Safety Code 103625 all applicants for birth or death certificates shall pay an additional \$3 to be collected by the county and disbursed as follows:

- 1) 45% of the fee shall be distributed to the State Registrar, and
- 2) The remaining 55% shall be deposited into the Vital and Health Statistics fund for the purpose of defraying administrative costs of collecting and reporting with respect to those fees and for other costs as follows:
  - a) Modernization of vital record operations, including improvement, automation, and technical support of vital record systems.
  - b) Improvement in the collection and analysis of health-related birth and death certificate information, and other community health data collection and analysis, as appropriate.
  - c) Funds collected shall not be used to supplant funding in existence on January 1, 2002 that are necessary for the daily operation of vital records systems.

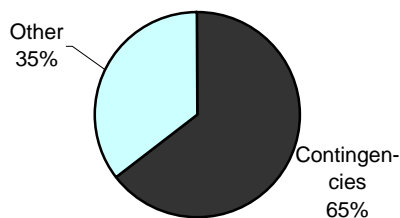
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

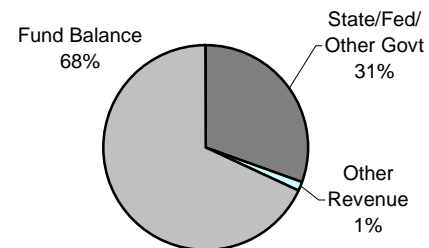
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	143,688	442,153	120,000	465,522
Departmental Revenue	148,184	151,300	146,369	148,300
Fund Balance		290,853		317,222

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriations in this budget unit are less than budgeted. The amount not expended is carried over to the subsequent year's budget. Operating transfers out are lower than budgeted as a result of the non-purchase of systems and software to scan and digitally store vital statistics data. It is not anticipated that those expenditures will occur in the 2004-05 year as the program is still researching the best method of implementation.

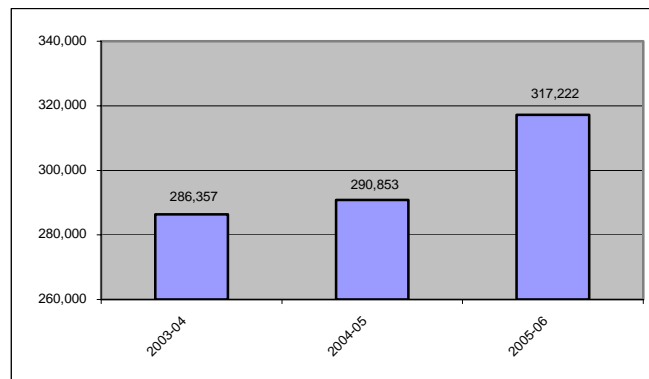
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: Public Health  
FUND: Vital Statistics State Fees

BUDGET UNIT: SCI PHL  
FUNCTION: Public Health  
ACTIVITY: Health Care

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	267,903	-	-	267,903	32,619	300,522
Total Appropriation	-	267,903	-	-	267,903	32,619	300,522
Oper Transfers Out	120,000	174,250	-	-	174,250	(9,250)	165,000
Total Requirements	120,000	442,153	-	-	442,153	23,369	465,522
<b>Departmental Revenue</b>							
Use Of Money & Prop	6,300	6,300	-	-	6,300	-	6,300
State, Fed or Gov't Aid	140,069	145,000	-	-	145,000	(3,000)	142,000
Total Revenue	146,369	151,300	-	-	151,300	(3,000)	148,300
Fund Balance		290,853	-	-	290,853	26,369	317,222

DEPARTMENT: Public Health  
FUND: Vital Statistics State Fees  
BUDGET UNIT: SCI PHL

#### SCHEDULE A

#### DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Contingencies Contingencies have increased by \$32,619 due to slightly higher than expected fund balance.	-	32,619	-	32,619
2. Transfers Out Transfers Out are reduced by \$9,250 as a result of the elimination of some one-time expenditures in the Public Health operating budget related to the Vital Statistics program.	-	(9,250)	-	(9,250)
3. Revenue Revenue is based on an estimate of certified copy requests for birth and death certificates from the public. The department is proposing a slight reduction in revenue of \$3,000 to reflect current trend.	-	-	(3,000)	3,000
<b>Total</b>	-	23,369	(3,000)	26,369



## Ambulance Performance Based Fines

### DESCRIPTION OF MAJOR SERVICES

This fund is set up to collect any fine revenue associated with ambulance companies' failure to meet contractual response time standards. All appropriations in this fund are budgeted as contingencies, which will require the department to return to the Board of Supervisors before expending any of these funds. Per the terms of the contracts, these funds are earmarked for enhancements to the Emergency Medical System.

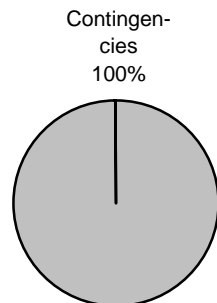
There is no staffing associated with this budget unit.

### BUDGET AND WORKLOAD HISTORY

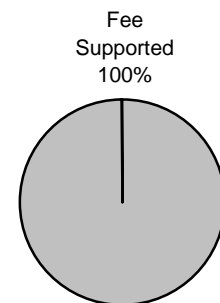
	Actual 2003-04	Budget 2004-05	Estimate 2004-05	Proposed 2005-06
Appropriation	-	40,000	-	300,000
Departmental Revenue	-	40,000	-	300,000
Fund Balance		-		-

Due to the implementation grace period granted to contracted ambulance providers, there was no revenue collected during 2004-05. This grace period will be expiring on June 30, 2005, and the department is estimating \$300,000 in actual fine revenue for 2005-06.

### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



GROUP: Administrative/Executive  
DEPARTMENT: Public Health  
FUND: Ambulance Performance Based Fines

BUDGET UNIT: SDS PHL  
FUNCTION: Public Health  
ACTIVITY: Health Care

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	40,000	-	-	40,000	260,000	300,000
Total Appropriation	-	40,000	-	-	40,000	260,000	300,000
<b>Departmental Revenue</b>							
Fines and Forfeitures	-	40,000	-	-	40,000	260,000	300,000
Total Revenue	-	40,000	-	-	40,000	260,000	300,000
Fund Balance		-	-	-	-	-	-





DEPARTMENT: Public Health  
 FUND: Ambulance Performance Based Fines  
 BUDGET UNIT: SDS PHL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1.	Increase in estimated performance based ambulance contract fines and contingencies	-	260,000	260,000	-
The performance based ambulance contracts approved by the Board of Supervisors will pass their implementation grace period and are expected to result in fines of up to \$300,000 this year. The Department is not proposing any expenditure of these funds at this time and is budgeting the full revenue amount as a contingency.					
<b>Total</b>		-	260,000	260,000	-



## Vector Control Assessments

### DESCRIPTION OF MAJOR SERVICES

This fund receives all tax assessments for Vector Control. Revenue collected here is received via the property tax role and is dedicated for Vector Control purposes. Transfers out from this budget fund activities in the Vector Control program, which is a component of the Public Health budget.

There is no staffing associated with this budget unit.

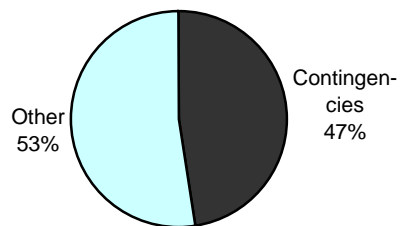
### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	1,287,000	3,408,870	1,640,525	3,718,145
Departmental Revenue	1,679,166	1,700,000	1,824,900	1,824,900
Fund Balance		1,708,870		1,893,245

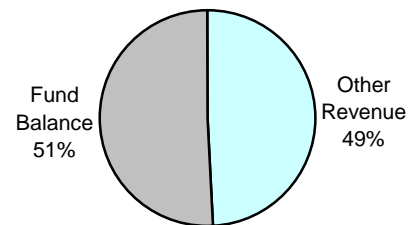
In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriations in this budget unit are less than budgeted. The amount not expended is carried over to the subsequent year's budget.

Revenue changes in this budget reflect development and subdivision activities within the County. As the number of parcels are added or improved, the revenue increases. The amount of the parcel assessment varies depending on the level of improvement on a given parcel.

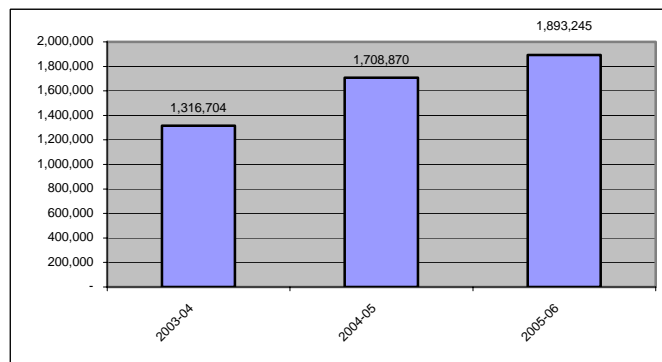
### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 FUND BALANCE TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Public Health  
 FUND: Vector Control Assessments

BUDGET UNIT: SNR PHL  
 FUNCTION: Public Health  
 ACTIVITY: Health Care

## ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget	Department Recommended Funded Adjustments (Schedule A)	2005-06 Proposed Budget
<b>Appropriation</b>							
Contingencies	-	1,768,345	-	-	1,768,345	(2,625)	1,765,720
Total Appropriation	-	1,768,345	-	-	1,768,345	(2,625)	1,765,720
Oper Transfers Out	1,640,525	1,640,525	-	-	1,640,525	311,900	1,952,425
Total Requirements	1,640,525	3,408,870	-	-	3,408,870	309,275	3,718,145
<b>Departmental Revenue</b>							
Taxes	1,791,000	1,680,000	-	-	1,680,000	111,000	1,791,000
Use Of Money & Prop	33,900	20,000	-	-	20,000	13,900	33,900
Total Revenue	1,824,900	1,700,000	-	-	1,700,000	124,900	1,824,900
Fund Balance		1,708,870	-	-	1,708,870	184,375	1,893,245

DEPARTMENT: Public Health  
 FUND: Vector Control Assessments  
 BUDGET UNIT: SNR PHL

## SCHEDULE A

## DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Contingencies	-	(2,625)	-	(2,625)
Contingencies have decreased by \$2,625 due to the increase in transfers out.				
2. Transfers out	-	311,900	-	311,900
Proposed transfers out to the Public Health Operating budget unit are increased due to anticipated program increases associated with responding to the West Nile Virus.				
3. Property Assessments Revenue	-	-	111,000	(111,000)
Revenue in this fund is generated by a per parcel tax, the level of which is determined based on the level of property improvement. As development occurs and the tax roll is updated this revenue is increased. Offsetting this are annexations or incorporations by cities. The estimated increase in this revenue source is expected to be \$111,000.				
4. Interest Revenue	-	-	13,900	(13,900)
The increase of \$13,900 is based on anticipated interest earnings due to a higher than anticipated fund balance in the fund.				
<b>Total</b>	-	309,275	124,900	184,375



## LOCAL AGENCY FORMATION COMMISSION

### Kathleen Rollings-McDonald

#### DESCRIPTION OF MAJOR SERVICES

The Local Agency Formation Commission (LAFCO) is an independent regulatory body charged with the responsibility for the discouragement of urban sprawl and the encouragement of orderly formation and development of local agencies within San Bernardino County. In meeting these responsibilities the Commission 1) regulates proposed boundary changes for cities and special districts; 2) determines the spheres of influence for local agencies and conducts related municipal service reviews; 3) regulates the formation and dissolution of cities and special districts; and 4) reviews contracts for the provision of services outside the boundaries of cities and special districts. LAFCO also has the authority to initiate and make studies of existing government agencies and initiate proposals for consolidations, mergers, or dissolutions of special districts based upon its findings.

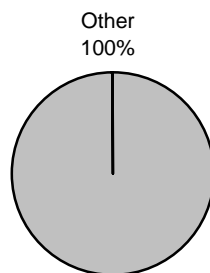
Costs in this budget represent the county's legally mandated contribution to LAFCO; which is one-third of the operating cost that is not reimbursed by fees and other revenue.

There is no staffing associated with this budget unit.

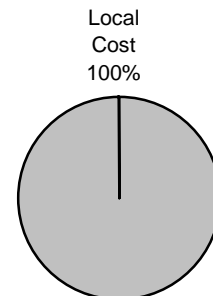
#### BUDGET AND WORKLOAD HISTORY

	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	163,333	154,000	152,000	180,000
Departmental Revenue	-	-	-	-
Local Cost	163,333	154,000	152,000	180,000

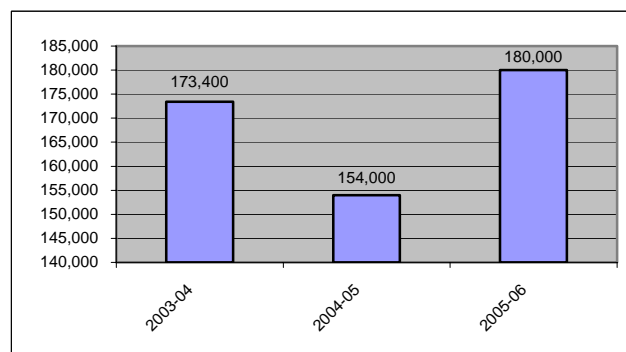
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



#### 2005-06 BREAKDOWN BY FINANCING SOURCE



#### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
 DEPARTMENT: Local Agency Formation Commission  
 FUND: General

BUDGET UNIT: AAA LAF  
 FUNCTION: Public Protection  
 ACTIVITY: Other Protection

ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Other Charges	152,000	154,000	26,000	-	180,000	-	180,000
Total Appropriation	152,000	154,000	26,000	-	180,000	-	180,000
Local Cost	152,000	154,000	26,000	-	180,000	-	180,000

LAFCO estimates a significant increase in net operating cost due to several large projects, mandating \$26,000 in additional County financing.



## COUNTY SCHOOLS

### Herb Fischer

#### DESCRIPTION OF MAJOR SERVICES

This budget unit represents the county's total legal and contractual obligations to contribute to the costs of the Superintendent of Schools and School Claims.

The Superintendent of Schools is the elected chief school administrative officer of the county and is mandated by state law to provide various services for 33 school districts and two regional occupational programs, and provides ancillary services to five community college districts within the county. Through state and other funding sources, the Superintendent provides services to over 400,000 grades K through 12 students and approximately 37,000 community college students in accordance with the Education Code. These services also include alternative education, special education, and curriculum and instruction. As a fiscally dependent County Office of Education, this budget supports administrative housing, maintenance, and other contracted support.

The School Claims Division was established to independently perform all audits and approval functions required of the Auditor/Controller-Recorder and the Superintendent of Schools, and is jointly responsible to those elected officials. These services include warrant production, control, and the examination and audit of the payrolls and other expenditures from the funds of the school districts and entities in the county.

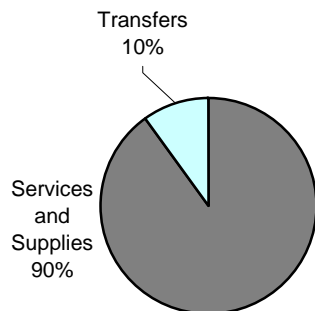
There is no staffing associated with this budget unit.

#### BUDGET AND WORKLOAD HISTORY

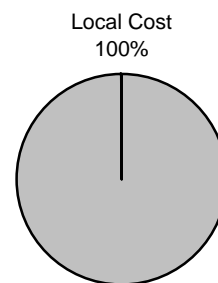
	<b>Actual 2003-04</b>	<b>Budget 2004-05</b>	<b>Estimate 2004-05</b>	<b>Proposed 2005-06</b>
Appropriation	2,696,813	2,775,264	2,750,314	2,235,087
Departmental Revenue	-	-	-	-
Local Cost	2,696,813	2,775,264	2,750,314	2,235,087

Estimated appropriation is less than 2004-05 budgeted appropriation due to a decrease in rent expense. Proposed appropriation is significantly reduced to reflect decreases in funding for operating expenses, telephone expense, and rent expense.

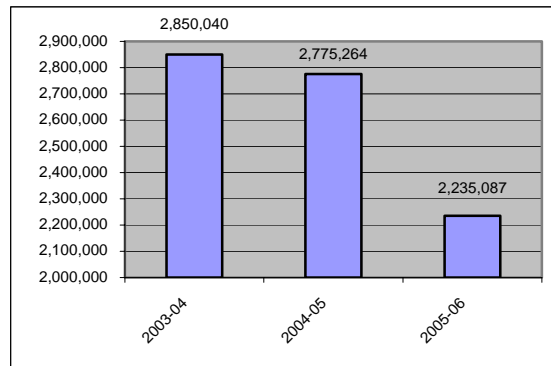
#### 2005-06 BREAKDOWN BY EXPENDITURE AUTHORITY



#### 2005-06 BREAKDOWN BY FINANCING SOURCE



### 2005-06 LOCAL COST TREND CHART



GROUP: Administrative/Executive  
DEPARTMENT: County Schools  
FUND: General

BUDGET UNIT: AAA SCL  
FUNCTION: Education  
ACTIVITY: School Administration

#### ANALYSIS OF 2005-06 BUDGET

	A	B	C	D	B+C+D E	F Department Recommended Funded Adjustments (Schedule A)	E+F G
	2004-05 Year-End Estimates	2004-05 Final Budget	Cost to Maintain Current Program Services	Board Approved Adjustments	Board Approved Base Budget		2005-06 Proposed Budget
<b>Appropriation</b>							
Services and Supplies	2,432,696	2,420,389	14,219	-	2,434,608	(424,521)	2,010,087
Transfers	317,618	354,875	-	-	354,875	(129,875)	225,000
Total Appropriation	2,750,314	2,775,264	14,219	-	2,789,483	(554,396)	2,235,087
Local Cost	2,750,314	2,775,264	14,219	-	2,789,483	(554,396)	2,235,087

Although this budget unit is increased \$14,219 for information technology services pursuant to current contracts with the Superintendent of Schools, there is a significant decrease in local cost due to reductions in operating expenses, telephone charges, and rent expense.

DEPARTMENT: County Schools  
FUND: General  
BUDGET UNIT: AAA SCL

#### SCHEDULE A

#### DEPARTMENT RECOMMENDED FUNDED ADJUSTMENTS

Brief Description of Program Adjustment	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Decrease service and supplies Reduce service and supplies costs, telephone expense, and transfer for rents and leases expense.		(424,521)	-	(424,521)
2. Decrease transfers Transfers are reduced to reflect utility estimate from Facilities Management.		(129,875)	-	(129,875)
<b>Total</b>	-	(554,396)	-	(554,396)

